

Boards and Commissions Combined Annual Report 2021

Affordable Housing and Community Equitable Development Commission

Alcoholic Beverage Control Board

Annapolis Conservancy Board

Environmental Commission

Art in Public Places Commission

Audit Committee

Board of Appeals

Building Board of Appeals

Board of Supervisors of Elections

Civil Service Board

Commission on Aging

Education Commission

Ethics Commission

Financial Advisory Commission

Heritage Commission

Historic Preservation Commission

Human Relations Commission

Maritime Advisory Board

Planning Commission

Police and Fire Retirement Plan Commission

Port Wardens

Public Safety Disability Retirement Board

Recreation Advisory Board

Transportation Board

Red -missing Blue - awaiting signature green - did not meet in 2021 black – submitted



Affordable Housing and Community Equity Development Commission

2021 Annual Report

February 7, 2022

TO: Regina C. Watkins-Eldridge, MMC
City Clerk

FROM: Theresa C. Wellman
Staff Liaison

RE: Annual Report 2021 – Affordable Housing and Community Equity Development Commission

Duties: To review and provide comments as necessary on the housing and community development projects initiated by the City, study and advise the City Council on strategies to improve the housing stock in the City, and recommend policy initiatives and changes in law and regulation to accomplish the objectives of the City Council in affirmatively furthering fair housing.

Attendance:

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Kathy Ebner, Chair	NoMtg	Appointed	√	√	√	√	√	NoMtg	√	√	√	NoMtg
Nancy Libson, Vice Chair	NoMtg	NoMtg	√	√	√	√	√	NoMtg	√	√	√	NoMtg
Pat Sheridan	-	-	-	-	-	-	Appointed	NoMtg	√	√	excused	NoMtg-
Elisha Harig-Blaine	-	-	-	-	-	-	-	NoMtg	-	Appointed	√	NoMtg-
Theresa Bond	NoMtg	NoMtg	√	√	√	√	√	NoMtg	√	√	√	NoMtg
Vacant	-	-	-	-	-	-						

Activities:

The Affordable Housing and Community Equity Development Commission key actions accomplishments are as follows:

- Held two public hearings for the Community Development Block Grant program to solicit input on needs and comments on the City's FY 2022 CDBG Action Plan
- Reviewed and presented to the Housing and Human Welfare Committee the A.A. County Workforce Housing Legislation, as per City/HACA Consent Order and determined that the legislation was not applicable to the city and recommend that:
 - the city create a new Planned Development under Chapter 21.24 of Annapolis City Code with bulk regulations that provide for an increase in allowable density and height, a decrease in lot and yard restrictions, and flexibility in open space requirements, for development of affordable/workforce housing (defined next), using form-based design ensuring scale and massing appropriate to neighborhood character.
 - the City should adopt a "Missing Middle" housing policy and amend zoning bulk regulations that facilitate the development of high quality, small scale, lower cost housing typologies such as duplexes, triplexes and quadplexes using a thoughtful form-based process and methodology.
 - Reduce City fees for affordable/workforce housing
 - Streamline the permitting process and reduce the costs of developing and operating affordable/workforce housing.
 - Offer a Payment in Lieu of Tax (PILOT) for rent restricted properties under a streamlined approval process.



Cynthia Gaines, Deputy City Clerk

City of Annapolis

Office of the City Clerk

160 Duke of Gloucester Street Annapolis, MD
21401

Phone: 410-263-7942 / Fax: 410-280-1853 / TDD-TTY Relay: 711 / E-mail: cgaines@annapolis.gov

January 14, 2022

TO: Regina C. Watkins-Eldridge, MMC
City Clerk

FROM: Cynthia Gaines
Deputy City Clerk

RE: Annual Report 2021 – Alcoholic Beverage Control Board

Duties: 7.12.060 - Alcoholic Beverage Control Board—Powers and duties generally.

Attendance:

Members	Jan 6	Feb 3	Mar 3	Apr 7	Apr 21	May 5	Jun 2	Jul 7	Aug 4	Sep 1	Oct 6	Nov 3	Dec 1
Lawrence Harris, Vice Chairman	√	√	√	√	√	√	√	√	√	√	√	√	√
James C. Praley III, Chairman	√	√	√	√	√	√	√	√	√	√	√	√	√
Kia	√	√	√	√	x	√	√	√	√	√	√	√	√

Baskerville													
Dick Peterson	√	√	√	√	√	√	√	√	√	√	√	√	√
Elizabeth Conger*	√	√	√	√	√	√	√	√	×	√	√	√	√

✓ Present X Absent E Term Expired R Resigned A Appointed * January 28, 2019

The Alcoholic Beverage Control Board completed thirty-nine years of operation on December 31, 2021, and in compliance with Section 7.12.040 of the Annapolis City Code, a report of its activities during calendar year 2021 is submitted herewith.

License renewals were processed in March and April 2021. All licensees were in good standing with respect to City fees and State taxes. One hundred and nineteen liquor licenses were renewed.

The Board issued thirty-eight sidewalk cafe licenses for consumption of alcoholic beverages on city property, Thirty-one with alcohol and seven without alcohol, collecting, twelve thousand nine hundred and twenty dollars (\$12,920) in sidewalk cafe license fees.

There were two alcohol compliance checks done by the Annapolis Police Department. The following establishments were fined or suspended for violations of the Alcoholic Beverage Control Board Rules and Regulations for reporting period May 2020 through April 2021.

Establishment Name	Violation Paid
Annapolis Wine & Spirits	
Armadillo's	\$500
Buddy Crabs and Ribs	\$500
Fado's Irish Pub	\$500
McGarvey's	\$500
Main Street Mini Mart	\$500
Metropolitan Kitchen and Lounge	\$500
Rams Head Tavern	\$500
Red Red Wine Bar	\$500

The total amount of fines collected in the reporting period for violations of the Alcoholic Beverage Control Board Rules and Regulations was four thousand dollars (\$4,000.00).

Also during the reporting period, the Board heard and acted upon the following applications, collecting Three thousand one hundred fifty dollars (\$3,150.00) in filing fees:

License Type	Filing Fees Collected
Expansion	\$0
New Applications	\$1,125
Substitutions of Officer	\$3,150
Transfers	\$450

(154) Special Class C, One Day Liquor Licenses for beer, beer wine and liquor were applied for through the Office of City Clerk on behalf of the Board for the reporting period May 2020 through April 2021, One hundred and nineteen licenses were renewed, collecting four hundred seventy four thousand, three hundred dollars (\$474,300.00) in license fees.

Rules and Regulations Updates and Additions

Amendments to the Rules and Procedures of the Alcoholic Beverage Control Board:

Chapter 3.11 (A) (B) (C) & (D) Crowd Manager

Vice Chairman Lawrence Harris, Jr. resigned from the Board on December 1, 2021 after 14 ½ years. We thank him for his commitment and service to the City of Annapolis. There is currently one vacancy on the Board.

Respectfully submitted to the Mayor and City Council by the

ALCOHOLIC BEVERAGE CONTROL BOARD

[illegible]

	City Finance Director Jodee D. Dickinson	*		*	*	*	*	0	*	*	0	*	*	*	*
A Absent	C Acting Chair	* Attended	0 no meeting	na Not Applicable											



Chartered 1708

City of Annapolis

Office of Finance
160 Duke of Gloucester Street
Annapolis, MD 21401
410-263-7952
finance@annapolis.gov

January 18, 2022

TO: Regina C. Watkins-Eldridge, MMC
City Clerk

FROM: Ward 8 Alderman Ross H. Arnett III
Chair, Audit Committee (AC)

RE: Annual Report 2021 – AC

Duties: The Audit Committee (AC) is composed of three Alderpersons, three volunteer civilians, one member of the Financial Advisory Commission (FAC), the City Manager, and the City Finance Director. Collectively, members' experience includes demonstrated knowledge of financial reporting, audit committees, and/or auditing. Members have equal voting rights except for the City Manager and City Finance Director, who are non-voting members.

The purpose of the AC is to provide independent review and oversight of the City's financial reporting processes, internal controls, external/internal auditors, and City internal audit services, if any.

Throughout 2021, vacancies arose and replacements sought. Currently, there is one AC position available.

Acknowledgment: The work and accomplishments of the AC would not have been possible without the outstanding guidance and support from its newly retired chair, former Ward 2 Alderman Frederick M. Paone.

Zoom Meeting Attendance: See attachment.

Activities: See attachment.

Respectfully,

Ross H. Arnett III
Chair, Financial Advisory Commission
(by email)

January 19, 2021 8:00 a.m. Zoom Videoconference	Chair Ward 2 Alderman Frederick M. Paone, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Julia Donnelly, Kati George, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Assistant City Manager Lyn Farrow, Planning and Zoning (P&Z) Department Director Dr. Sally Nash, Constituent Services Officer & Ombudsman Hilary Raftovich, and Accountant Kim Ellen Maronski	Albert Kirchner	<ul style="list-style-type: none"> ● AC Annual Report – CY 2020 ● AC Legislation ● ARPD External Audit ● Fraud Hotline ● P&Z Presentation ● Reports: <ul style="list-style-type: none"> ○ City Finance Director – FY 2020 CAFR ○ Performance Metrics/Training Subcommittee 	<ul style="list-style-type: none"> ● Approved CY 2020 AC Annual Report
February 16, 2021 8:00 a.m. Zoom Videoconference	Chair Ward 2 Alderman Frederick M. Paone, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Julia Donnelly, Kati George, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Assistant City Manager Lyn Farrow, Department of Public Works (DPW) Director Michael D. Johnson, Constituent Services Officer & Ombudsman Hilary Raftovich, and Accountant Kim Ellen Maronski	None	<ul style="list-style-type: none"> ● AC Legislation ● AC Vacancy ● ARPD External Audit ● DPW Presentation ● Fraud Hotline ● Reports: <ul style="list-style-type: none"> ○ City Manager ○ City Finance Director – FY 2020 CAFR ○ Performance Metrics/Training Subcommittee 	<ul style="list-style-type: none"> ● None
March 15, 2021 8:00 a.m. Zoom Videoconference	Chair Ward 2 Alderman Frederick M. Paone, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Julia Donnelly, Kati George, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Assistant City Manager Lyn Farrow, Department of Human Resources (HR) Director Patricia “Tricia” L. Hopkins, Accountant Kim Ellen Maronski, and Mark Hildebrand (COATV)	None	<ul style="list-style-type: none"> ● ARPD External Audit ● HR Presentation ● Open Meetings Act Training ● Reports: <ul style="list-style-type: none"> ○ City Manager ○ City Finance Director – FY 2020 CAFR ○ Performance Metrics/Training Subcommittee 	<ul style="list-style-type: none"> ● None
April 19, 2021 8:00 a.m. Zoom Videoconference	Chair Ward 2 Alderman Frederick M. Paone, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Julia Donnelly, Kati George, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Assistant	None	<ul style="list-style-type: none"> ● Open Meetings Act Training ● Performance Metrics Presentation by Forrest Consulting ● Reports: <ul style="list-style-type: none"> ○ City Manager ○ City Finance Director 	<ul style="list-style-type: none"> ● None

	City Manager Lyn Farrow, Accountant Kim Ellen Maronski, Mark Hildebrand (COATV) and Forrest Consulting (Lee Crumbaugh and Jim Stockmal)			
June 21, 2021 8:00 a.m. Zoom Videoconference	Acting Chair Ward 1 Alderman Eleanor “Elly” Tierney, James A. Cardillo, Julia Donnelly, Kati George, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Assistant City Manager Lyn Farrow, Accountant Kim Ellen Maronski, Mark Hildebrand (COATV), and external audit firm CliftonLarsonAllen LLP (CLA) - Sean Walker and Justin Measley	Chair Ward 2 Alderman Frederick M. Paone, and Ward 3 Alderman Rhonda Pindell- Charles,	<ul style="list-style-type: none"> • CLA FY 2020 Presentation • Reports: <ul style="list-style-type: none"> ○ City Manager ○ City Finance Director 	<ul style="list-style-type: none"> • None



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City of Annapolis

ATTACHMENT

Calendar Year 2021 Annual Report – Audit Committee (AC) – Activities

<u>Meeting Date</u>	<u>Attendees</u>	<u>Absentees</u>	<u>Discussion Points/ Meeting Purpose</u>	<u>Votes/Outcomes</u>
Special Meeting January 4, 2021 8:00 a.m. Zoom Videoconference	Chair Ward 2 Alderman Frederick M. Paone, Ward 3 Alderman Rhonda Pindell- Charles, Ward 1 Alderman Eleanor “Elly” Tierney, James A. Cardillo, Julia Donnelly, Albert Kirchner, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Kati George (resident), City Attorney D. Michael Lyles, Constituent Services Officer & Ombudsman Hilary Raftovich, and Accountant Kim Ellen Maronski	None	<ul style="list-style-type: none"> • AC Annual Report – CY 2020 • AC Legislation • AC Projects and Activities • ARPD External Audit and Review Process for Future Audits • Reports: <ul style="list-style-type: none"> ○ City Manager ○ City Finance Director 	<ul style="list-style-type: none"> • Established Performance Metrics/Training Subcommittee

July 19, 2021 8:00 a.m. Zoom Videoconference	Chair Ward 2 Alderman Frederick M. Paone, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Julia Donnelly, Kati George, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Ward 8 Alderman Ross H. Arnett III, City Attorney D. Michael Lyles, Assistant City Manager Lyn Farrow, Accountant Kim Ellen Maronski, Mark Hildebrand (COATV), FAC chair Atty. Frederick C. Sussman, and Forrest Consulting (Lee Crumbaugh and Jim Stockmal)	None	<ul style="list-style-type: none"> External Audit Firm: <ul style="list-style-type: none"> Appointment for FY 2021 Bid Process for FY 2022 Open Meetings Act Training Performance Metrics Presentation by Forrest Consulting 	<ul style="list-style-type: none"> Renewed Appointment of CLA as External Audit Firm (for FY 2021) Approved Commencement of RFP Process for Selection of External Audit Firm for FY 2022
September 20, 2021 8:00 a.m. Zoom Videoconference	Chair Ward 2 Alderman Frederick M. Paone, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Kati George, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Assistant City Manager Lyn Farrow, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	None	<ul style="list-style-type: none"> Performance Metrics 	<ul style="list-style-type: none"> None
October 18, 2021 8:00 a.m. Zoom Videoconference	Chair Ward 2 Alderman Frederick M. Paone, Ward 3 Alderwoman Rhonda Pindell-Charles, James A. Cardillo, Kati George, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Fire Chief Douglas Remaley, Deputy Fire Chief Carol Spriggs, Assistant City Manager Lyn Farrow, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	Ward 1 Alderwoman Eleanor “Elly” Tierney	<ul style="list-style-type: none"> AC Meeting Calendar – 2022 Fire Department Performance Metrics 	<ul style="list-style-type: none"> Approved AC Meeting Calendar – 2022
November 15, 2021 8:00 a.m. Zoom Videoconference	Chair Ward 2 Alderman Frederick M. Paone, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, Kati George, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Assistant City Manager Lyn Farrow, Madeleine Horrell	James A. Cardillo	<ul style="list-style-type: none"> AC Transition and Vacancy Risk Assessment 	<ul style="list-style-type: none"> None

	(COATV), and Ms. Caroline Ewing, Key School Director of Finance and Operations			
December 20, 2021 8:00 a.m. Zoom Videoconference	Chair Ward 8 Alderman Ross H. Arnett III, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Kati George, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Accountant Kim Ellen Maronski, Mark Hildebrand (COATV), and Ms. Caroline Ewing, Key School Director of Finance and Operations	None	<ul style="list-style-type: none"> ● AC Transition and Vacancy ● Meeting Minutes ● Reports: <ul style="list-style-type: none"> ○ City Manager ○ City Finance Director 	<ul style="list-style-type: none"> ● None



Annapolis Conservancy Board 2021 Annual Report

February 7, 2022

TO: Regina C. Watkins-Eldridge, MMC
City Clerk

FROM: Joanna Ogburn
Chair, Annapolis Conservancy Board

RE: Annual Report 2021 – Annapolis Conservancy Board

Overview

The Annapolis Conservancy Board (ACB) was established in 1988, 33 years ago as one of the pioneer urban conservancy organizations. Although 2021 was a second difficult year with COVID impacting operations, the Board continued its work with a variety of activities to carry out its mission. Despite the circumstances of the year, the ACB had several significant accomplishments and enthusiasm about the work it accomplished at its six meetings, all on zoom.

In 2021, the ACB had five of its seven member positions filled with a new member, Lynda Frost, added in January. Attendance of the members was good, and the Board members all seem committed to the work of the Commission and actively participated. Joanna Ogburn was reelected as the Chair of the Board and Lynda Frost was elected the Vice Chair. The ACB received excellent staff support from the City and is most appreciative of their active participation and contributions to the work of ACB.

Annapolis City Code Title 2, Chapter 2.50, which created the Conservancy Board, is appended as Attachment A. The Board's responsibilities can be found in Section 2.50.040.

Attendance

Member	January	March	May	July	September	December
Joanna Ogburn, Chair	x	x	x	x	x	x
Lynda Frost, Vice-Chair	x	x	x	x	x	x
Karen Jennings	x	x	excused	x	x	x
Tom Lippert	x	x	x	x	x	x
Trudy McFall	x	x	x	excused	x	excused

In January 2021 Ms. Ogburn was reelected as Chair and Ms. Frost as Vice Chair. Meg Hosmer resigned from the board in early 2021.

The ACB received staff assistance from Ms. Guild, Ms. Hodo, Dr. Nash, Mr. Leshinsky, Mr. Borchers, Ms. Leonard (Counsel to ACB), Ms. Wampler, Ms. Hook (Recorder), and other staff members and greatly appreciates their help.

2021 Accomplishments of ACB

The key function of the ACB is the management and annual inspection of conservation easements within Annapolis and the Board carries out these duties faithfully, inspecting and resolving any issues with the easement areas under its control. The Board has also worked diligently to expand its activities and innovate with new ideas, provided more clarity to its procedures, identified possible new easement areas, improved coordination with City and County agencies and boards, and had its conservation goals included as part of the City's Comprehensive Plan. These various 2021 activities are described in more detail below.

Management of the Conservation Easement Areas

Easement areas were inspected and no significant issues or problems were found in any of the areas. The Board refined the procedure for easement monitoring and developed an easement monitoring checklist to aid board members in the annual easement monitoring process.

Updating Easement Information

City staff set up a Google drive to store easement documents and other related materials. This is a key goal to have materials needed by ACB ready and available online.

Development of Rules of Procedure

ACB members drafted Rules of Procedure for the ACB. Rules will be adopted and implemented in 2022.

MOU with Critical Areas Commission

MOU between the City and the Critical Area Commission was signed that will allow ACB to use mitigation funds for surveys and other easement expenses. This was an extremely important agreement that will allow the ACB to further its mission and have more complete information about the easement areas.

MOU with County for Program Open Space Funding

An MOU was developed to establish how the City and the County will use and allocate Program Open Space Funding in the future. The City staff completed its review and is waiting on input from the County Parks and Recreation Department. Achievement of the agreement has been a goal of ACB for many years and could give ACB a chance to acquire significant properties to carry out the plans for greenways.

Potential Future Easements

ACB engaged Maryland Environmental Trust to pursue potential partnership for easements on Hawkins Cove and potentially other city properties in future, including natural areas of Truxtun Park. ACB participated in the City community engagement and planning process for shoreline restoration and public access enhancements for Hawkins Cove to stay informed about key future uses of the site that would feed into the development of an easement.

City Comprehensive Plan Update

ACB provided input to City staff regarding the conservation-related components of the City Comprehensive Plan update which were included.

Greenway Map

Board members continued to refine the Greenway input tool. A subgroup met to fine tune the tool and draft map with help from City staff. ACB will ultimately use the map to identify future easement opportunities and to aid the City in developing its greenway plan.

2022 Work Goals

The ACB's goals for 2022 are as follows:

Management of Existing Conservation Easements

Continue to refine and have complete and up to date information for all the existing conservation areas including maps and boundaries of the easement areas and deed terms for each area. This material to be readily and easily available online for the Board members for their inspections and other easement issues. Use the new procedures and checklists developed in 2021 for the inspection reports. Ensure that all conservation areas are inspected consistent with the standards established and reported to the City in a timely fashion. Follow up on any problems or issues with the conservation areas and improve maintenance and improvements of areas. Work to better inform and engage the property owners in the knowledge and care of their easements, including communication when they have been inspected and highlighting concerns identified.

Coordination of the City and ACB Relative to New Easements

Continue to enhance cooperation with City departments, particularly Planning and Zoning, to 1) better understand when new developments require an easement and the Forest Conservation Act's requirements for new developments; and 2) ensure that the need to protect natural areas through a conservation easement is considered early in the planning process and the ACB is given the opportunity to review development proposals in areas adjacent to or with existing easements.

Continue to Improve and Implement ACB Procedures and Practices

Adopt and implement the Rules of Procedure to provide a consistent process for addressing easement complaints and other issues. Continue to identify any other processes and procedures that need more definition.

Continue Involvement in Developing and Implementing City Planning efforts relative to ACB mission

Complete development of Annapolis Greenway Map and ensure its use by the ACB and City in decision-making. Help implement the City's updated Comprehensive Plan relative to the urban conservation mission of ACB.

Pursuit of New Easements

Continue to work with the City to develop easements for city-owned land near Hawkins Cove. Use the Greenway Map to identify and pursue potential new easements.

Involvement in Project Specific Activities and Areas

Engage in long range plans for the Hawkins Cove and Truxton Park area. Look for public access and recreational trail opportunities on these properties and other properties monitored by the ACB. This includes working to make connections around Hawkins Cove and Truxton Park.

Membership

Fill vacancies on the Board and find post COVID ways to reengage the Board members with involvement in ACB activities.

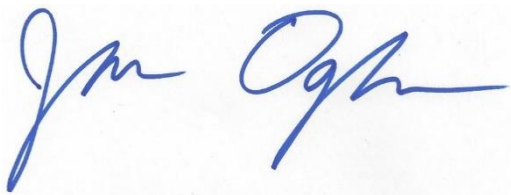
Challenges

ACB needs the assistance of the City to ensure that the importance of conservation easements is factored into the City's long-term planning and into the day-to-day permitting process. The Board should be notified whenever an existing easement owner requests a permit for work in the easement.

We urge the Council's support for use of Program Open Space funds that the City may obtain for planning studies and the purchase of conservation easements on properties of value to City residents. We urge the finalization of an MOU with the County on this matter.

In addition, the ACB also continues to run into questions related to easement boundaries and requests assistance from City staff in providing accurate maps of easement boundaries that can easily be used and read in the field by ACB's volunteer board members.

ACB recognizes that working closely with the relevant City Departments is key to achieving our mutual success and we look forward to continuing the progress made in recent years.



Joanna Ogburn, Chair

Attachments:

- A. Annapolis City Code Title 2, Chapter 2.50

Attachment A

Chapter 2.50 - ANNAPOLIS CONSERVANCY BOARD

Sections:

2.50.010 - Established.

There is established the Conservancy Board, which shall solicit the dedication of properties, real and personal, to the City, and shall administer and manage, according to their powers and duties as described in this chapter, all properties acquired by the City to further the purposes of this chapter, and all properties previously acquired by the City which may be considered to further the purposes of this chapter. The purposes include, but are not limited to:

- A. The encouragement of the preservation in their natural state of environmentally sensitive lands;
- B. The further implementation of the City's goals for improving water quality;
- C. The providing for the development of additional recreational and open space opportunities within the City;
- D. The preservation of the natural, cultural and recreational resources of the City.

(Ord. O-7-88 § 1 (part))

2.50.020 - Membership.

A. The Conservancy Board shall consist of seven members who are residents of the City. They shall be appointed by the Mayor and confirmed by a majority vote of the City Council. Each member of the Conservancy Board shall serve for a term of five years or until a qualified successor is appointed and confirmed, commencing on July 1st of the year in which appointed. The City Council shall designate the terms of the members of the Conservancy Board so that the terms of not more than two members of the board shall expire in any one year.

B. Each member shall have a demonstrated interest in the preservation and conservation of land and water resources in the City. Each member shall serve without compensation. In the event of a vacancy in an unexpired term on the board, a member shall be appointed in the same manner as the original appointment was made for the duration of the unexpired term.

C. The directors of the Departments of Public Works, Planning and Zoning, and Recreation and Parks shall appoint a staff liaison to the Conservancy Board.

(Ord. O-7-88 § 1 (part))

Attachment B

2.50.030 - Rules of procedure.

The Conservancy Board annually shall elect from its membership a chairman and vice-chairman. The board shall adopt bylaws and rules of procedure defining administrative responsibilities deemed necessary in discharging its duties. The City Council shall approve the bylaws and rules of procedure.

(Ord. O-7-88 § 1 (part))

2.50.040 - Powers and duties.

The Conservancy Board shall have the following powers and duties:

- A. Promote the stated goals and purposes of the Comprehensive Plan, the critical areas plan, and the parks and recreation plan, and shall solicit the dedication of land and water resources and any appurtenances thereon to the City by lease, gift, purchase, devise, bequest or by any other means which are deemed to be for public benefit because of their aesthetic, environmental, scenic, recreational, scientific, educational or cultural significance to the health and welfare of the public;
- B. Make recommendations to appropriate City departments regarding the maintenance and management of properties acquired or held in furtherance of the purposes of this chapter;
- C. Solicit the donation of moneys, assets, property or other things of value in furtherance of the purposes of this chapter;
- D. Monitor the use of any and all donations dedicated to the City for the purpose of assuring that these donations are applied as intended for the furtherance of this chapter;
- E. With the approval of the City Council solicit, receive, manage, expend, and dispose of grants from any political subdivision or private organization in furtherance of the purposes of this chapter;
- F. Submit for approval to the City Council recommendations for the acquisition, by purchase or donation, of any interest in real or personal property and funds deemed necessary for the furtherance of the purposes of this chapter;
- G. Work in cooperation with the Maryland Environmental Trust to achieve the stated purposes of this chapter;
- H. Report annually to the City Council its activities during the preceding year together with any recommendations or requests deemed appropriate to further the purposes of this chapter.

(Ord. O-7-88 § 1 (part))

Annapolis Environmental Commission 2021 Annual Report

February 7, 2022

TO: Regina C. Watkins-Eldridge, MMC
City Clerk

FROM: Bevin Buchheister, Chair

RE: Annual Report 2022 – Annapolis Environmental Commission

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Chair Bevin Buchheister, Chair	x	x	x	x	x	x		No Mtg		x	x	NoMt g
Anne Stephenson, Ward 2, Vice Chair,	x	x	x	x	x	x	x	No Mtg	x	x	x	NoMt g
Kate Bohanan, Ward 2, Vice Chair	x	x	x			x	Resigned	NA	NA	NA	NA	NA
Bill O’Leary, Ward 2	x	x	x			x	x	No Mtg	x		x	NoMt g -
Paul Murphy, Ward 2	x	x	x		x	x	x	No Mtg	x		x	NoMt g -
Jeremy Hansen, Ward 5	x	x	x	x	x	x			x	x	x	
Allison Colden, Ward 7	x	x	x	x	x	x	x	No Mtg	x			NoMt g
Randy Rowel,	x	x	x	x	x	x			x	x	x	

Ward 8

Duties: To be concerned with the protection and improvement of the natural health and welfare of the environment, the land, waters, noise, and air of the City and environs, and the recycling or the reuse of solid wastes. The Commission shall study the pollution of the land, air and waters and make recommendations to the Mayor, City Council and others, determining the source of these problems, collecting information about solutions to these problems, and educating the public (and individuals or organizations who are the source of particular problems) concerning their relations to the problems and their relation to the solutions.

All AEC meetings were held virtually this year to avoid the spread of the corona virus.

Vacancies:

The AEC has two vacancies that must be filled and with the resignation of Chair Buchheister, effective in January, it will have three vacancies.

Activities:

In addition to reviewing and commenting on the environmental impact of proposed developments, the AEC held in-depth discussions during AEC meetings with Erik Leshinsky from the Planning Department on the environmental elements of Comprehensive Plan. In May, Chair Buchheister moderated a virtual Environmental Summit for the City to present the draft comprehensive plan to environmental groups and get their feedback. **Vice Chair** Stephenson assisted the City with updating the Green House Gas Inventory to support the City's resiliency planning.

The AEC Chair designated informal liaisons to facilitate regular communications with:

- The Naval Academy – Bill O'Leary, Anne Stephenson
- Waterways Cabinet – Bevin Buchheister, Randy Rowel
- Anne Arundel County Environmental Commission – Jeremy Hanson, Allison Colden
- Arundel Waters Federation– Allison Colden
- Severn River Commission – Anne Stephenson
- Spa Creek Conservancy – Jeremy Hanson
- Annapolis Conservancy- Bevin Buchheister
- Annapolis Green- Paul Murphy

The AEC adopted a process to take positions between AEC meetings when issues arise at other Board/Commission hearings before the AEC is able to meet and adopt a position. The Chair or Vice Chair may take a position on behalf of the AEC based on general guiding principles including preserving as much contiguous forest, forest or tree canopy as possible, saving specimen trees, planting replacement trees with a large diameter, replanting using native plants and trees, minimizing impervious surface, maximizing treatment of stormwater, not over developing to achieve a balance of natural and manmade features,

allowing for as well as maximizing public access and preserving coastal habitats and resilience. They also include building equity into all the environmental/planning/development decisions and maximizing open/green space. The Chair/Vice Chair will notify the AEC prior to sending a letter to other boards/commissions to provide them with an opportunity to review and the AEC will ratify the decision at their next scheduled meeting.

The AEC also established a new subcommittee that reported to the Commission on Diversity, Equity Inclusion and Justice (DEIJ) issues. The AEC raised issues with development, restoration projects and the Comprehensive Plan through a DEIJ lens and suggested education, internships, partnerships and job opportunities that the City could promote or facilitate through their existing environmental work. They also made suggestions for coordinating with City run summer camps and the County. In April, AEC member Randy Rowel represented the AEC at City Earth Day events which included the kick-off for the City of Annapolis Replant Annapolis Program. They were joined by WSA, HACA, the Mayor and DNR, as well as the National Forestry Service. Mr. Rowell spoke on a panel for Morgan State University's Environmental Earth Week presentation on "Why Environmental Careers are Fun." Mr. Rowell is also the Director for C-Stream Chesapeake Research Consortium that coordinates internships for Historically Black Universities (HBU) in environmental careers. He offered to arrange for the City to host an intern in partnership with the CRC. Ms. Guild shared that research on Carr's Beach could be a timely research project. Mr. Rowell is also looking for adequate funding support for some of the grass roots programs coming out of the public housing communities.

The Tree Canopy in Annapolis continues to decline despite a goal to increase it. Brian Adams from the Planning Department discussed the University of Vermont report with the AEC on Annapolis Tree Canopy Change from 2011-2017. The AEC was concerned to learn that the tree canopy suffered a 78.5% net loss. There were 29-acres of gain and 107 acres of loss. The most opportunity for restoring tree coverage rests with residential properties. Ward 2 lost the most canopy but it also has the most potential to make gains. Ward 5 has the highest tree canopy and Ward 1 has the least. The AEC requested a running estimate of tree loss/gain using the permitting system outreach to specific neighborhoods.

In July, the AEC bid a fond farewell to our recorder, Tami Hook, and thanked her for her 25 years of service to the AEC and citizens of the City of Annapolis.

In October the AEC invited DPW Director Johnson, Alderman Savidge and Mary Mulvihill from the Annapolis Standup Coalition to discuss concerns over runoff, damage to wetlands and other issues documented by the Coalition at the Parkside Preserve Development construction project. This is an active site near Quiet Waters Park where they are constructing 130 townhomes and single-family homes. The site also contains an area of protected forests.

The AEC is concerned because enforcement of sediment runoff from construction sites by this administration and previous administrations has been an ongoing problem. Alderman Savidge shared a letter from MDE indicating that the site was judged to be noncompliant with standards. For example, the contractor did not notify MDE when there was a discharge from the site.

Director Johnson is looking at revising the city's erosion and sediment control and stormwater code provisions to make them more consistent to address the effects of climate change that we are seeing on

construction sites. Director Johnson is also generating a checklist for inspectors to use while on site. He noted that MDE's *2011 Maryland Standards and Specifications for Soil Erosion and Sediment Control* guidance is under revision and will become stricter.

The AEC voted to support the following;

1. Hawkins Cove Improvement Project

In February, 2021, the AEC drafted a letter to support the City's application to the Chesapeake Bay Trust for the Hawkins Cove project which will include a living shoreline and outreach to restore/improve the cove. The AEC also offered to act as a partner to provide expertise. The City received a \$65,000 grant from the Chesapeake Bay Trust for the Hawkins Cove project.

2. Department of Public Works on 39 Hudson Street.

The AEC wrote a letter of support to the City Council for this project.

3. St. Mary's Living Shoreline

The AEC sent a letter of support to the HPC. This project creates natural permanent protection of the shoreline and landscape from the impacts of climate change and provides environmental benefits, water quality improvements and habitat.

4. Providence Point (formerly Crystal Spring)

After nearly a decade of opposition to this project, the AEC was pleased to support an application that met our recommendations on stormwater, forest retention, tree replanting, and land conservation.

The AEC voted to oppose the following:

1. Removal of two mature trees for a development project at 101-103 Annapolis Street. The AEC wrote a letter to Planning Commission opposing the tree removal.

2. Ordinance #O-14-21, Resilience Authority of Annapolis and Anne Arundel County.

The AEC submitted comments to the Mayor and City Council outlining their concerns with creating a funding entity before the City has a resiliency plan and the lack of public knowledge that this unelected authority would have the power to charge a fee to residents. The AEC recommended that the County and City continue to work on the legislation.

The AEC raised environmental issues on the following:

1. Bembe Beach Development

The AEC wrote a letter to the Planning Department outlining AEC priorities for the project which included preservation of the tree and tree canopy, mitigation, the use native instead of invasive

plants, ensuring that the perennial plantings are dense enough to outcompete the invasive plants, nontidal wetlands, stormwater management, planned development uses, wildlife conflict. The AEC also raised concerns relating to provisions for access.

2. Use of solar panels on the new Public Works building

The AEC wrote a letter to the Mayor and Dept. of Public Works Director Johnson urging them to install solar panels on the new Public Works building or on the grounds of the new building.

3. Greenway Plan

The AEC provided comments on the Greenway Plan that will be incorporated into the Comprehensive plan. The AEC is supportive of this plan.

ANNAPOLIS



Art in Public Places Commission ANNUAL REPORT FOR 2021

Duties : To adopt guidelines and procedures which identify suitable art objects for city property, and to facilitate the preservation of art objects and artifacts that may be displayed in public places. To prescribe a method for the competitive selection, acquisition, and display of art, and for the presentation of performing arts, in public places. To establish other matters appropriate to the administration of the placement of art or the promotion of the performing arts in public places.

Activities : 2021 began with Art in Public Places Commission (AiPPC) meeting on the last Tuesday of January to continue the Commission's work from 2020 and to plan 2021's programming. AiPPC funded and planned programming for 50 different music, cultural, and/or art in public places events in 2021. Some of these events were: Summer Concert Series at City Dock, the Fourth of July three-day celebration, Chambers Park Summer Concerts, Ol' Fourth Ward Unity Day, Kunta Kinte Festival, and The Day of The Dead Event at Maryland Hall. Administrative duties were performed by the Chair, Vice-Chair, and Secretary by generating new documents, contracts, as well as AiPPC continues to join The City of Annapolis Planning and Zoning Comprehensive Plan Task Force with Chair Genevieve Torri presenting AiPPC's agenda and initiatives of Art to be used as community-building tools for residents and to provide art as a draw for tourism. 2022 will find AiPPC working with the Arts Council of Anne Arundel, The City of Annapolis, and a representative from each established art entity in our City to create an Arts COMMUNITY Comprehensive Plan for the City of Annapolis. With the new funding coming from the hotel tax legislation, AiPPC will begin the RFP to find a sculpture to be placed at West Gate Circle as well as continue to fund programming throughout the City. Audrey Lee was voted by the Commission to perform as our Gallery Coordinator and began hanging art again when the City reopened to the public. AiPPC applied for a NEA and Bloomberg Grant in 2021 but did not earn the awards. For more information regarding new art installed in the City and future initiatives, the long form of AiPPC's yearly report is below.

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Genevieve Torri Chair, Ward 1	✓	✓	✓	✓	✓	✓	Exc	NoMtg	✓	✓	✓	NoMtg
David Arthur, Vice Chair, Ward 6	✓	✓	✓	✓	✓	✓	✓	NoMtg	Exc	✓	✓	NoMtg
Karma O'Neil, Secretary, Ward 2	✓	✓	✓	✓	✓	✓	✓	NoMtg	✓	✓	✓	NoMtg
Elizabeth Ramirez, Ward 3	✓	✓	✓	✓	✓	Resig ned		NoMtg				NoMtg
Barbara Torreon, Ward 4	✓	✓	✓	✓	✓		✓	NoMtg	✓	✓	✓	NoMtg
Chrisa Rich, Ward 5	✓	✓	✓	✓	✓	✓	✓	NoMtg	✓	✓	✓	NoMtg

Cynthia Towle-Krewson, Ward 7	✓	✓	✓	✓	✓	✓	✓	NoMtg	✓	✓	✓	NoMtg
Comacell Brown Jr., Ward 8	✓	✓	✓	✓	✓	✓	Resig ned	NoMtg				NoMtg
Joe Luchessi, At Large	✓	✓	✓	✓	✓	✓	✓	NoMtg	✓	✓	✓	NoMtg

The Art in Public Places Commission (AIPPC) was established by the Annapolis City Council in 2001 to address a growing need for a centralized body to oversee the selection, display, and maintenance of visual art, and the production of performing arts in public spaces in the city of Annapolis. (City Code [Section 6.24](#).) In addition, the AIPPC is tasked with oversight of aesthetics in the city dock area, as outlined in section 6 of the current City Dock Plan. **AiPPC** recognizes Art as an economic asset to the City of Annapolis. It is our mission to enhance the public art environment of the City and to encourage national recognition of Annapolis as one of the nation's top cities for the Arts. We have an extensive list of events scheduled and many new proposed projects as well for consideration of the Commission, by the City of Annapolis and its residents

AIPPC is a volunteer group consisting of nine members, one from each of the eight wards plus one at large. All commissioners are appointed by the Mayor, and each serves three-year terms.

The Commission is administered by the Director of the Department of Recreation and Parks. AiPPC meets as a Commission and as subgroups monthly to serve in adopting guidelines and procedures which identify suitable art objects for display publicly on city property and to facilitate the preservation of art objects and artifacts that have been previously acquired by the City. The Commission is of the authority to prescribe a method for the competitive selection, acquisition, and display of art, and for the presentation of performing arts, in all public places within the City limits, and to establish other matters appropriate to the administration of the placement of art or the promotion of the performing arts. Our City code requires the commission to report yearly to the Mayor's office, City Council, and City Administration its operations and budget use for each fiscal year. Arts and culture are consistent sources of economic growth, during both good and difficult economic times. Specifically, arts and culture policies and programs increase economic development in Cities by attracting businesses, creating new jobs, increasing tax revenues, and promoting tourism. Additionally, the arts and culture play a key role in urban revitalization and community renewal strategies. Due to the pandemic, the need for support to our artisans in our City is at a level some of us have never witnessed in our lifetime. Now is a time in which it is so important for us to support the arts. An increase in our Arts programming with proper funding would assist in generating, for our whole City, a stronger community and would stabilize the Commission in promoting and growing the Arts through various programs and grants. Please see AiPPC's attached budget for a report of spending and our funds that will carry over into the FY2023 spending.

Projects for 2022

The following is a list of proposed projects our Commission intends to vote on and implement upon approval:

AiPPC Sponsored Gallery Exhibits for 2022:

PVA Students @ Studio 39 at City Hall Gallery

Arundel Lodge Open Eye Gallery at City Hall Gallery

Audrey Less at City Hall Gallery

Paul Gillespie at City Hall Gallery

Merla Tootle at City Hall Gallery

Jay Fleming at City Hall Gallery Exhibit

Jen Sterling at City Hall Gallery Exhibit

Dale Hall at Pip Moyer Gallery Exhibit

Luke Thompson Pip Moyer Gallery Exhibit

Annapolis Firefighters at Pip Moyer Gallery Exhibit

Dragon Boat Exhibit at Pip Moyer Gallery

New Gallery Exhibits at Stanton Center TBA

Tentative Schedule of 2022 City Dock Summer Events:

June 5, 12, 19 AiPPC Summer Concert Series

June 10 - City Dock Tango

June 26 - City Dock Salsa

July 4, 10, 17, 24 - AiPPC Summer Concert Series

July 8 - City Dock Tango

July 31 - City Dock Salsa

August 7, 14, 21 - AiPPC Summer Concert Series

August 4 - City Dock Movie Night

August 12 - City Dock Tango

August 28 - City Dock Salsa

September 4, 11, 18, 25 - AiPPC Summer Concert Series

September 9 - City Dock Tango

September 25, City Dock Salsa

October 2, 9, 16, 23 - AiPPC Summer Concert Series

October 14, City Dock Tango

October 30, City Dock Salsa

Artists booked for City Dock Concert Series will be multi-generational, diverse genres, and a reflection of our City's various cultural arts.

Proposed Future Projects by Commission:

Sculptures:

Sculptures range from \$1500.00 to \$150,000+ea.

Sculptures along the City's trails and in green spaces throughout the City TBA

Westgate Circle Sculpture New sculpture to be commissioned and juried by subcommittee

Sculpture Garden at Chesapeake Children's Museum

Carr's Beach/Hoppy Adams Sculpture Park

Children's Sculpture Gardens

Sculpture tributes to the Bay watermen/women

Proposed Sponsorships & Scholarships:

Sponsorships & Scholarships range from \$100.00 to \$1500.00

Sponsorship of an Art room at Chesapeake Children's Museum

Sponsorship of Bus Tours Museum, Baltimore or DC Art Museums or Art performance halls for Anne Arundel County Public schools located within the City.

Sponsorship of West Annapolis Winterfest for booths for local artists AiPPC has featured throughout the year in our Galleries and a crafting center for children.

Other sponsors would be Chesapeake Family Magazine & Chesapeake Children's Museum Art Contests

Sponsorship and/or Collaboration with Film Festival

Sponsorship of open air artists at Dining Under the Stars

Sponsorship with a Co-Sponsorship of Annapolis Elementary PTA in order for the fifth grade students to complete an illustrated book with references to the school's history.

Sponsorship for Cultural Arts events in the Design District. Such as co-sponsorship of the Day of

The Dead and in collaboration with Laura Guiterra, Hispanic Community Specialist with the Mayor's Office

Sponsorship of Cultural Arts events in the Arts District throughout the year in collaboration with

Adetola Ajayi, African American Community Services Specialist

Sponsorship of marketing Arts Community with UpStart magazine

Scholarship for High School Seniors attending College with a major in Art Studies

Scholarships for children to attend art/music classes at Maryland Hall, Stanton Center and/or Art Farm

Scholarships for local elementary students and teachers in the visual arts. Collaboration with Anne Arundel County Public Schools Art Teachers. Winners of an art Competition from the City of Annapolis Schools per grade in elementary. Their art would be displayed in the City Hall Gallery and receive citations from the Mayor.

A talent search for local area musicians at the new Tyler Heights elementary school during the summer. Collaboration with local music teachers. Prizes could include a recording session at ADEK productions in Annapolis and/or a chance to perform at our summer concert series or at the 2020 Kunta Kinte Heritage festival, etc... The goal of this event is to highlight and support local area musicians and to include an educational component where the musicians would meet up and talk to other career local musicians to learn about the music industry. This would include legal and financial insight into the music industry as well.

Proposed Art in Public Places:

Art in Public Places events range from \$150.00 to \$150,000 per event

Collaboration with Bates Middle School Arts Integration Program on various projects throughout the City.

Art Walk along Truxten Trail in late Spring or Early Summer featuring Plein air Artists and Photography

Painted CrossWalks throughout the City

Introduction of AiPPC gallery featured artists of the month as Plein Air artists at Dining Under the Stars

Installation of Art on Maryland Avenue Colorful sails would hang overhead all along the first block of Maryland Ave All sails would be designed by artists living in the City and printed on mesh canvas shaped as triangular sails. This provides a destination draw to Maryland Ave for local businesses as well as shade in the summer and the potential to have community gatherings on Maryland Avenue in the Spring and Summers much like West Street produces at their Dinner Under The Stars events.

Project, Co-Sponsored by possible from State Grants, Arts Council of Anne Arundel County, Downtown Annapolis Partnership, and/or the City of Annapolis to reimagine **Francis Street** as it is a thoroughfare to the Capitol building as well as Maryland Ave. Additions such as painted flower boxes, sidewalk planters, trash, and recycling cans, in addition to painting the buildings on the south side of Francis Street in various historic paint colors then placing plaques on the different colors that explain how the paint would have been produced historically and on what buildings or businesses used certain colors were painted for identification without signage (possibly also paint a mural or two on the south side buildings in addition to the new paint colors) and then nickname Francis Street **“Rainbow Alley”**. The street then becomes a destination place for learning and taking pictures to post on social media. Producing a free marketing and publicity network for The City of Annapolis. Francis Street could also serve as a place for tent vendors/farmers & artisan markets on the weekends.

Annapolis Shakespeare Theater at City Dock for Shakespeare in the Park

Opera in a Can at City Dock

Spring Music Festival at City Dock or Market Square, Co-Sponsored by The City of Annapolis,

Downtown Annapolis Partnership, Visitor’s Center and/or Anne Arundel Arts Council **S**ummer Farmer’s Market at the Clock Tower with culinary arts exhibits, open air artists and performing artists

Summer Farmer’s Market at Market Square in collaboration with Downtown Annapolis Partnership, City of Annapolis, market square restaurants and local Organic Farms, featuring culinary arts, open air artists and performing arts.

25th Anniversary Performance by the Eastport Oyster Boys Band on City Dock

Collaboration with Germantown/Homewood Association, AiPPC, Annapolis Police Foundation, for **M**ovie nights at Studio 39 for June, July, and possibly August

Partnership with One Annapolis, Naptown Anti Dope for artwork in bus stops

Lantern Festival Germantown Homewood association co-sponsorship

Fall “Welcome Back” Music Festival in September at St. John’s Campus for all returning

College students in Annapolis. Co-Sponsored by the City of Annapolis

Tree Festival at City Dock during Midnight Madness weeks in collaboration with Downtown

Annapolis Partnership, The City of Annapolis and The Arts District. Multiple Christmas trees at City Dock would be sponsored by a local business and decorated by a local artisan. Trees and/or ornaments could be auctioned off on the Friday after the last Midnight Madness Thursday. The festival would include a Temporary Ice **F**estival at City Dock in January or February featuring ice sculptures, ice skating Portable Ice Rink, hot chocolate stand, donut cart, Sofie’s Crepe stand,

Mission BBQ, artisan booths, open air live music and artisan performances (per example: The

Nutcracker ballet performers, carolers, etc...)

Plein Air Artists and Performing Arts at existing Farmer’s Market located at the Eastport

Shopping Center on Chesapeake Avenue

Pocket parks with sculptures such as a solar Sunflower designed by Campion Hruby

Proposed Murals:

Murals cost \$2,500 to \$50,000 per mural depending on size, materials (paint or screen printing) and accessibility of the mural location.

Murals on school buildings as a collaboration with Anne Arundel County Public Schools and legislative Education Boards and Commissions. West Annapolis; Phoenix; Studio 39; J. Albert Adams Academy; 9 public schools throughout the City.

Bee Mural on the back of Bates Middle School for their garden area. The Bee Mural comes with an educational workshop on the importance of urban gardens, green spaces, and beekeeping.

Also to serve as a memorial to Dick Lahn.

Brazilian Artist Roberto Pardo from Urban Walls Brazil has proposed a project titled “**Unsung Heroes Mural**” a project of inclusion. The nominations will be open to any woman in the Annapolis/Parole area, a diverse group of women that have shaped the history of Annapolis and still reside in the city. From the woman who has worked for 30 years at the cafeteria of the local public school to the neighborhood's shop owner that had served the community her whole life, etc...

Carr's Beach Hoppy Adams Photo Mural Memorial Park
Murals painted by Annapolitan Youth to be placed on HACA properties

Painted Brick Mural at City Dock

Multicultural Poetry Mural on Francis Street

Mural on the wall behind the Rock Wall at Pip Moyer Recreation Center

Mural of Cassidy Pope at Stan and Joe's Parking Lot

Mural on the Pump House behind the Maritime Museum on Second Street

Mural for the low lying wall at the end of First Street on Spa Creek

Mural for the Chesapeake Ave facing brick wall at the church located on Fourth and Chesapeake

Mural for the brick wall that forms the perimeter of the Eastport Post Office

Mural for the fenced area that has been latticed on Fourth Street

Mural for City Dock of “Hell's Kitchen” neighborhood

Mural for ol' Fourth Ward on Whitmore Parking Garage, painted or screen printed

Exhibits:

Exhibits range from \$100.00 to \$500.00 each

Anniversary of Dragon Boats Exhibit at City Hall exhibit and at Pip Moyer Recreation Center **N**ew Gallery at Stanton Center that would feature local Black artisans in Annapolis and PVA students

Marketing Projects:

Sandwich board to direct patrons to the end of City Dock for live music and other events

Development of an app for mobile devices that can be used as a self-guided tour of the Art in

Annapolis co-sponsored by AiPPC, The City of Annapolis, Anne Arundel Arts Council, and

Visit Annapolis. Estimated Cost \$40,000 to \$100,000

Yearly rental of the billboard at City Dock to advertise The City of Annapolis's events.

Co-Sponsorship with Visitor's Center, The City of Annapolis, Anne Arundel Arts Council, etc... Estimated Cost \$10,000 to \$20,000 per year

Marketing and Promotion partnership with Visit Annapolis to nationally promote our Annapolis Arts Community

Annual fundraiser event for "Friends of Art in Public Places Commission"

First Sunday free booth for AiPPC to have a presence and fundraise for "Friends of AiPPC"

Ward Reports

The following are brief biographies for our current commissioners serving AiPPC and their individual reports from the Wards they represent.

Ward 1

Genevieve Torri AiPPC Chair 7/23/2018 - 6/30/2024

Genevieve began her professional art career in Maryland in 1997 working as an interior designer for a hospitality design firm and began a family with the birth of her eldest daughter. After working in the Commercial Hospitality Design industry Genevieve began marketing and promoting in the Music Entertainment Industry in 2005 by working in the songwriting and touring artist fields of the industry. After 11 years in digital marketing and promotion within the Music/Entertainment Industry, Genevieve left that role and assisted her husband along with their soon-to-be business partners in forming a business that designs and installs production technology and low volt integration systems for hospitality and entertainment venues. The business has grown in five years to a four-person partnership serving clients nationwide including notable teaching venues such as Juilliard and Trinity University. Additionally, the clientele list includes investors who have reimaged neighborhoods as art and hospitality centers by investing in redeveloping City blocks for economic stability in New York, Boston, Philadelphia, Washington D.C., Nashville, Atlanta, and San Antonio.

As an avid participant in the sustainability of the Arts and Entertainment communities during her career, Genevieve continues to pursue achievements within Economic Growth and Development through the Arts. Through her experience of project management within her art career and in the Entertainment/Music Industry for 30 years, Genevieve was assigned various duties such as project budgets, bookings, scheduling, advancing, curating, and the marketing/promotion of events.

As Ward 1 Commissioner and Chair of AiPPC, Genevieve serves the City with the belief that the support for the production, distribution, and infrastructure of the Arts in Annapolis is critical to success in tourism and attracting business interests which both lead our City to better economic development and quality of life for its residents. Arts and culture are consistent sources of economic growth in cities throughout the world, during both good and difficult economic times. By attracting businesses and residents to our City based on our arts programming and culture, we can create new jobs and tourism, which in turn increases tax revenues and funds for promoting the art community. In Ward 1 Commissioner Genevieve oversaw the removal of deteriorated sculptures and a new proposal of reinstallation of child-friendly art pieces at Chesapeake Children's Museum Park, provided funding with Commission approval for a mural for the entrance of Truxton Heights retaining wall on Silopanna in partnership with Maryland Hall and the Jenovese Artists was painted as well as Carr's Beach Mural at the MC3 (formerly the MTPA) property located at Park Place off of West Street. Maryland Hall outdoor sculpture installation by Patrick Dougherty began on May 2, 2021, and continue through the 22nd. David Hayes sculptures are installed in Ward1 as well as throughout the City. Maryland Hall and MC3 hosted various art programming on their outdoor spaces in the Spring and Summer. AiPPC also continues to serve as a liaison to both the City Dock Master Plan project and to the City of Annapolis's Comprehensive Plan. AiPPC hopes to expand the Art District and Campus further west in Ward one to the current location of the City's Public Works facility. 2022 will see Ward 1 and Ward 2 initiating the

process of replacing the West Gate Circle Sculpture as well as any maintenance needed on the City's current art pieces in Ward 1. Future projects proposed for Ward 1 are listed in the previous lists mentioned beforehand.

Ward 2 Vacant

Ward 3 Vacant

Ward 4

Barbara Salazar Torreon 3/23/2015 - 6/30/2024

Barbara is an Information Research Specialist at the Library of Congress and a long-standing member of AiPPC. Her passion for art and poetry has led Barbara to represent Ward 4 for almost six years. Barbara has served as the liaison for the Annapolis Poet Laureate as well as served formerly as AiPPC's secretary. Ward 4 is looking ahead to the future recovery from the pandemic with plans for a youth talent showcase at the Boys and Girls club for late 2021 when a gathering is permissible. Barbara hopes to introduce to Annapolis a free mini-library for the Bywater Park designed and painted by local young artisans. The free mini-library would offer reading materials for children and adults in both English and Spanish. Various other locations in Ward 4 and throughout Annapolis could be identified as good locations for artisan-designed free libraries. Additionally, Barbara has presented an idea to offer Little Free Library boxes throughout town that offer small pieces of art by local artisans. A resident can take a piece of art and leave a piece of art to share with others.

Ward 5

Chrisa Rich 7/23/2018 - 6/30/2023

Chrisa is a 25+ year veteran of the federal Museums and Arts. Her career has had focuses in museum operations, external affairs, special events, conservation, education, and exhibits. She grew up in a creative artful, musical family amongst great jazz musicians. Learning at an early age the importance of how the arts heal and connect us all, Chrisa performed modern dance at a very young age with a college student team and has proposed talent searches for dance troops to earn grants from AiPPC. Chris would like to introduce to Ward 5 a fall public arts pop-up for the Clock Tower center with vendors/crafts, music, and in conjunction with the existing farmers market held there. Decorate Ward 5 with light art Thanksgiving through December and promote Ward 5 residents and businesses creative holiday lights and decoration displays. Expand facebook promotions of local artists on the AiPPC page to display short videos highlighting our local Annapolitan artists. Identify new locations for murals along the Forest Drive corridor.

Ward 6

David Arthur AiPPC Vice-Chair 9/27/2010 - 6/30/2022

David is a trained graphic artist and photographer. David's passion for photography emerged while working as a staff photographer for the Department of Defense photographing ceremonies and events for the Pentagon including the dedication to the 9/11 Pentagon Memorial. In his work, David utilizes both film and digital formats to capture the beauty and shape of the human form through light and composition. David's portraits are an attempt to invite the viewer into another person's world and to imagine the thoughts and emotional landscapes of his subjects. Like leading the creation of the Art Down exhibit with Tyrone Taylor, David is well known for coordinating the annual Kunta Kinte Heritage Festival in Annapolis, Maryland for several decades, including many years as the President of the Kunta Kinte Board of Directors. David currently serves as a commissioner for the Annapolis Arts in Public Places commission for the city of Annapolis. David earned a Bachelor's degree in Graphic Design and Communications from Frostburg State University

AIPPC goals for 2021. I believe that outreach will be one of the aspects of AIPPC that would benefit not only the arts community but all of the residents in the Annapolis area. With COVID impacting everyone in the community I believe that

this commission can use art in its various forms to heal and bring people together. I think implementing public forums where the community can express their thoughts and concerns as well as provide insight into what's needed to bring us together. This forum would also allow area artists to be recognized, appreciated, and supported throughout the year. I would like to have a talent search for local area bands and musicians. Age limits would be from elementary to high school ages. The event would take place at the new Tyler Heights elementary school during the summer. Prizes could include a recording session at ADEK productions in Annapolis and/or a chance to perform at our summer concert series (if we have one) or at the 2022 Kunta Kinte Heritage Festival.

The goal of this event is to highlight and support local area musicians. If possible I would like to include an educational component where the musicians would meet up and talk to successful local musicians to learn about the music industry. This would include legal and financial insight into the music industry.

Ward 7

Cynthia Towle Krewsen 7/25/2011 - 6/30/2023 Unreported

Ward 8 Vacant

At Large

Joe Lucchesi 2/24/20 - 6/30/2023

Joe is a Professor of Art History in the Art and Art History Department at St. Mary's College of Maryland. He teaches courses in art from Europe and the United States, with a special emphasis on modern and contemporary art and theory. He is also a co-founder of the college's Museum Studies Program and past coordinator of the Women, Gender, and Sexuality Studies Program. Joe earned his Ph.D. in art history from the University of North Carolina at Chapel Hill. He was consulting curator for the Smithsonian American Art Museum's exhibition "The Art of Romaine Brooks" and curated "Amazons in the Drawing Room: The Art of Romaine Brooks" (National Museum of Women in the Arts and the Art Museum at the University of California-Berkeley). Joe has also published several articles on Brooks and her social and artistic circles. His interests in visual culture and queer history have also informed other writing, curatorial, and lecture projects, including work on American artist Dorothy Sturm, lesbian imagery in contemporary film, the soldier's body in World War 2 advertising, photographic archives and LGBTQ history, and affect in digital images. The College Board recently appointed him as the next Chief Reader for Advanced Placement (AP) Art History, a position in which he will be an advocate for high school art history education at the national level.

Joe serves on the Westgate circle subcommittee as well as AiPPC's Grant subcommittee. Through AiPPC, Joe has brought various projects to the commission that provide expansion opportunities in partnerships with AiPPC. Especially to return to and build on the intersectional work that was evident at the BLM/Pride march, as the work of intersectional-community building through creativity and arts seems more important than ever. The city's Pride event is a starting point for this, another opportunity would be around National Coming Out Day in October. And while the annual Day Without Art (December 1) has maybe not been as high a priority as it was in the past, it's another potential for thinking about how we can recognize and/or promote that along with HIV/AIDS awareness.

Genevieve Torri, Ward 1/Chair

David Arthur, Ward 6/Vice Chair

Joe Luchessi At Large/Secretary

City of Annapolis

Board of Appeals

Department of Planning & Zoning

145 Gorman Street, 3rd Floor

Annapolis, MD 21401-2535

410-263-7961 • Fax 410-263-1129 • www.annapolis.gov

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January 4, 2021

TO: Regina C. Watkins-Eldridge, MAC, City Clerk

FROM: Board of Appeals

RE: Annual Report 2021

The Board of Appeals of the City of Annapolis is a volunteer group of citizens selected by the Mayor with the approval of the City Council. There are five members and one alternate member on a full Board of Appeals, serving from different areas of the City.

The criteria for membership include the following:

- Must be a resident of the City of Annapolis
- Must attend monthly meetings and other assemblage as needed
- Must commit the time needed to review applications, deliberate, and decide variances, appeals and special exception requests, as well as other applications as necessary.

Under section 21.08.040 of the City Code, the Board of Appeals is charged with the following duties:

1. To hear and decide appeals, pursuant to the provisions of Zoning Code Chapter 21.30 where it is alleged there is error in any order, requirement, decision or determination made by an administrative official or body in the enforcement of: (a) this Zoning Code; or (b) any ordinance adopted pursuant to this Zoning Code.
2. To hear and decide applications for special exceptions pursuant to Chapter 21.26 of this Zoning Code.
3. To hear and decide applications for variances from the terms of this Zoning Code, pursuant to the provisions of Chapter 21.28 and from the terms of Title 20 - Subdivisions, pursuant to the provisions of Chapter 20.32.
4. To hear and decide applications for zoning district boundary adjustments pursuant to the provisions of Zoning Code Chapter 21.20.
5. To hear and decide applications for physical alteration of a nonconforming use pursuant to the provisions of Chapter 21.68.
6. To hear and decide all matters referred to it or upon which it is required to decide by this Zoning Code, and as prescribed by the Land Use Article of the Annotated Code of Maryland as may be amended from time to time.

The agendas and minutes of all meetings are recorded, filed and available on the City website. No in-person meetings were held. The Board of Appeals continued with the virtual meeting format that was implemented in conjunction with Governor Hogan's State of Emergency.

In December 2021, elections for 2022 were held, and Robert Gallagher was re-elected as Chair and Christian Zazzali was elected Vice-Chair.

The Board is staffed by the Department of Planning and Zoning. A contract attorney is assigned by the City Attorney to serve as counsel to the Board. Sheryl Wood currently serves in that capacity having been appointed in July 2020. Tami Hook served as the recording secretary for the Board until September 15, 2021. Kimberly Consoli assumed the position on September 16, 2021.

During 2021, the Board reviewed the following projects:

Variance requests for the following properties:

- 121 Archwood Avenue -side yard setback
- 79 Franklin Street – lot size and side yard setback
- 87 Windwhisper Lane – rear yard setback
- 1001 Moss Haven Court – waterway yard setback
- 413 Schley Road – front and corner side yard setbacks

Special Exceptions for the following projects:

- 39 Hudson Street - government facility

- 24-26 Annapolis Street – restaurant expansion
- 79 Franklin Street – professional office
- 82 Maryland Avenue -delicatessen

Extension Requests:

- Special exception and variance for 2244 -2250 Bay Ridge Avenue -Veterinary hospital expansion
- Special exception to reconstruct a boathouse at 137 Spa View Avenue
- A special exception and variance extension request for SPCA of Anne Arundel County located on Bay Ridge Avenue.
- 701 Warren Drive – variance extension
- Special exception for a restaurant at 110 Compromise Street
- Special exception for a pre-school at 1175 Spa Road

Appeals of Planning and Zoning Department decisions on the following projects:

- 613 Chester Avenue- Residential Neighborhood Conservation demolition and site design plan approval
- 424-428 Fourth Street - Minor Modifications to a Site Design Plan approval

The Board also considered a Remand from the circuit Court on a special exception for 424-428 Fourth Street and voted to reaffirm its original decision.

Revisions to the Rules of Procedure for the Board were reviewed and adopted in June. The Board held one closed session in December.

The Board of Appeals held sixteen meetings in 2021.

	1/5	1/20	2/2	2/17	3/2	4/6	4/21	5/19
Robert Gallagher, Chair	X	X	X	X	X	X	X	X
Christian Zazzali, Vice-Chair	X	--	X	X	--	X	X	X
Nadine Chien	X	--	X	X	X	X	--	X
Michael Walsh	X	X	X	X	X	--	--	X
Andrew Burnett	X	X	X	--	--	X	X	X
Robert Dews	X	X	X	X	X	--	X	X

X – Present. – Absent.

	6/1	6/16	7/6	9/7	9/15	10/5	11/17	12/7
Robert Gallagher, Chair	X	X	--	X	X	X	X	X
Christian Zazzali, Vice-Chair	X	X	X	X	--	X	X	X
Nadine Chien	X	X	X	X	X	X	X	X
Michael Walsh	X	X	X	X	X	X	X	X
Andrew Burnett	X	--	X	--	--	X	--	X
Robert Dews	X	--	X	X	X	X	X	X

X – Present. – Absent.

Board Support

Engagement by the Office of Law of regular outside board counsel, Sheryl Woods, has been a significant improvement over previous ad hoc arrangements. The Board is grateful to the Office of Law for that support.

The transition of the Board’s recording function from Tami Hook to Kim Consoli has been smooth. The Board appreciates that support as well.

Technical support for the Board’s virtual meetings through the pandemic has also worked smoothly and is appreciated.

The Board’s long serving liaison with the Department of Planning & Zoning, Jacqui Rouse, continues to provide excellent support. The Board particularly appreciates her deep knowledge of the workings of the Board and the Department, her commitment to service, her good humor and her integrity. The Board has some concern that she sometimes has more on her plate than she can be reasonably expected to manage.

Robert P. Gallagher, Chair for the members

Christian E. Zazzali, Vice chair

Michael P. Walsh, Member

Andrew T. Burnett, Member

Nadine C. Chien, Ph.D., J.D., Member

Robert Dews, Alternate Member

City of Annapolis

Building Board of Appeals
Department of Planning & Zoning
145 Gorman Street, 3rd Floor
Annapolis, MD 21401-2535

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January 12, 2022

TO: Regina C. Watkins-Eldridge, MAC, City Clerk

FROM: Building Board of Appeals

RE: Annual Report 2021

The Building Board of Appeals of the City of Annapolis is a volunteer group of citizens selected by the Mayor with the approval of the City Council. There are five members serving from different areas of the City.

Board Members are: Carl Corse, Chair; Jay Schwarz, Matthew Evans, Robert Hruby and Tyson Dorman.

The agendas and minutes of all meetings are recorded, filed and available on the City website. No in-person meetings were held. The Building Board of Appeals continued with the virtual meeting format that was implemented in conjunction with Governor Hogan's State of Emergency.

During 2021, the Board heard the following appeals:

111 Main Street – Appellant Kostas Alexakis appealed a violation notice received for the unapproved construction of a tent for outdoor seating. The Board found that Executive Order #20 replaced Executive Order #17 (the Order under which the City had cited the appellant) and granted the Appellant's appeal. Hearing date August 26, 2021.

750 Boucher Avenue – Pyramid Maritime One, LLC and the South Annapolis Yacht Center – Fence permit (20-0087). Three Board Members of the Board reported having potential conflicts of interest and offered their recusal. The case was postponed for the Board to obtain an Ethics Commission opinion. Hearing date September 29, 2021.

750 Boucher Avenue – Pyramid Maritime One, LLC and the South Annapolis Yacht Center. Following Ethics Commission review, Mr. Hruby and Mr. Evans recused. The hearing moved forward with three Members. The reason for appeal was based on City Code Section 17.34, which gives the Building Board of Appeals jurisdiction for appeals arising from fence permits. The Appellant had applied for a permit on 6/16/20 and according to the City's eTrakIt system, the permit was denied. The City argued that the eTrakIt entry reflected the planner's

recommendations at the time of original permit denial, but that the formal decision rested with the Director of Planning and Zoning. Since Planning and Zoning awaited a revised Site Review, the permit remained still open. In hearing, the Board found that there is no Code mandate for a fence application to be reviewed through a Minor Modification to the approved Site Design Review Plan, and that the planner’s recommendation noted in eTrakIt was erroneous. Hearing date October 14, 2021.

1907 West Street – Valor Home – Sign Permit (SGN21-0050) – The appellant argued that in January 2020, Valor Home took occupancy of a business storefront which had existing window signage covering approximately 86% of the windows. According to the appellant, he had consulted with his property management company and gone through several iterations of plans to replace the signs. It was his understanding that the direction he received from the property management company was coming from the City of Annapolis and was based on code. Vinyl signs which had been in place on the windows of this business for approximately four years were removed, and replaced with updated ones bearing the Valor Home name. The new signs covered approximately 88%-89% of the overall window, according to the appellant. Six months after installation, he was told that the signs were in violation of the City Code and had to be removed, a permit applied for and if approved, then the signs could be re-placed. The appellant explains that these signs are vinyl and cannot be removed without becoming irreparably damaged. He states that he did not know the specifics of the City Code, and relied in good faith on the accuracy of guidance he was given by the property manager.

The City planner stated that there had been no communication between the property management company and the City, and that the application he had reviewed had been made by Matthew Speer, of Valor Home. The permit denial was based on City Ordinance 21070-080, which limits the use of total square footage for signs, and that the Applicant’s window clings meet the definition of signs. The Board denied the Appeal because the City acted properly based on current code. Hearing date: November 17, 2021.

The Board held four hearings in 2021. Member attendance is as follows:

	Aug 26	Sept 29	Oct 14	Nov 17
Carl Corse Chair	X	X	X	X
Jay Schwarz	X	X	X	X
Matthew Evans	X	X	X	X
Tyson Dorman	X	X	X	X
Robert Hruby	X	X	X	X

X – Indicates Member was present



Carl Corse, Chair

February 7, 2022

TO: Regina C. Watkins-Eldridge, MMC
City Clerk

FROM: Eileen Leahy, Chair

RE: Annual Report 2021– Board of Supervisors of Elections

Duties: The board shall have charge of and make provisions for all municipal elections to be held in the City, or any part of the City, including every general, primary, and special election. The board shall have power to make all necessary rules and regulations, not inconsistent with this chapter, with reference to the registration of voters and the conduct of elections, including special elections. The board shall have power to summon judges and any witnesses involved and to require their appearance before them, and to administer oaths and record testimony from such judges and witnesses.

Composition:

- Three residents and voters of the City, at least two of whom shall be members of the leading political parties of the States
- Term - four years
- Selected by the City Council from lists provided by party Central Committees

Attendance: Cliff Myers resigned his position on June 30, 2021 due to moving out of the City of Annapolis.

Rebecca Brenia was appointed to the Board on July 26, 2021.

Other Members: Briayna Cuffie and Eileen Leahy

Meeting Dates: Regular monthly meeting held every third Thursday at 7pm.

January 21, 2021 Regular monthly meeting. All members present. Independent expenditures legislation drafting reviewed. Campaign Fund Reports audit reviewed.

February 18, 2021 Regular monthly meeting. Postponed due to inclement weather.

February 25, 2021 Regular monthly meeting. All members present. Certificates of candidacy reviewed and certified. Ballot question procedures discussed. Candidate questions reviewed and answered.

March 18, 2021 Regular monthly meeting. All members present. Survey of polling locations for 2021 Elections reviewed and discussed. Ballot questions research presented and discussed.

April 15, 2021 Regular monthly meeting. All members present. Certificates of candidacy reviewed and certified. Polling locations and drop box locations discussed. Vote-by-mail reviewed. Campaign questions reviewed.

May 20, 2021	Regular monthly meeting. Chair Leahy and Member Cuffie present. Member Myers excused. Certificates of candidacy reviewed and certified. Vote-by-mail options reviewed. Mail-in ballots to all eligible, registered voters approved. Polling locations at 8 sites determined and approved. Canvass dates reviewed. Election Judges pay scale reviewed. Campaign question reviewed.
June 17, 2021	Regular monthly meeting. All members present. Certificates of candidacy reviewed and certified. Communication/Outreach Plan to voters discussed. Met with OEM to discuss the Annapolis 2021 Municipal Election Plan which included COVID-19 rules. Independent expenditures legislation moving forward. Legislation introduced to move canvas dates.
June 25, 2021	Special meeting. All members present. MOU with AACo. SBE and City of Annapolis was approved. Mail-in ballot postage discussed and approved.
July 15, 2021	Regular monthly meeting. All members present. Certificates of candidacy reviewed and approved. Candidate question reviewed. Work session with City Council held earlier.
July 26, 2021	Special meeting. Chair Leahy and Member Cuffie present. Member Myers excused. Certificates of candidacy reviewed and certified. Certificate of withdrawal reviewed and accepted. Communication plan update given.
July 30, 2021	Special meeting. Chair Leahy and Member Cuffie present. Certificate of candidacy requiring amendments reviewed and certified. Certificate of withdrawal reviewed and accepted.
August 10, 2021	Special meeting. Chair Leahy and Member Cuffie present. Closed session held in accordance with the Annotated Code of Maryland, General Provisions Article §3-305(b) (7). Disclosure of the topic discussed for citation: A Review of Title 4 & Proposed Responses. Revocation of a certificate of candidacy. Certificate of candidacy reviewed and certified. List of candidates deemed nominated or elected were accepted.
August 19, 2021	Regular monthly meeting. Chair Leahy and Member Cuffie present. Member Brenia appointed but not sworn in yet. Campaign fund reports were due August 14, 2021. Initial audit begun.
September 7, 2021	Special meeting. Chair Leahy and Members Cuffie and Brenia present. Questions from Candidates and the Public in regard to the upcoming Primary Election were presented and answered. Communication plan updated.
September 10, 2021	Special meeting. All members present. All attended the following public demonstrations conducted by the Anne Arundel County State Board of Elections at their offices - Board of Elections Canvasser Training Class, Public Demonstration of the Voting System ,and Election Day Polling Place Supply Bag Verification. Campaign fund reports reviewed. Campaign signage placement and enforcement discussed. Campaign forums reviewed and discussed.

September 14, 2021	Special meeting. All members present. All attended the public demonstration of Election Pollbook Logic and Accuracy testing conducted by the Anne Arundel County State Board of Elections at their offices.
September 16, 2021	Regular monthly meeting. All members present. Report on Mail-in balloting. Campaign fund reports reviewed. Campaign questions reviewed. 2022 Meeting Dates approved.
September 21, 2021	Primary Election Day. All members present at the Anne Arundel County State Board of Elections offices for monitoring and conduction of the election. Campaign fund reports reviewed.
September 22, 2021	Primary Election Canvass begun. All members present and sworn in as the Board of Canvassers at the Anne Arundel County State Board of Elections offices for monitoring and conduction of the canvass. Campaign fund reports reviewed.
September 28, 2021 adjourned.	Primary Election Canvass continued and completed. Final results certified. Board of Canvassers adjourned.
September 28, 2021	Special meeting. All members present. Campaign fund reports reviewed.
October 5, 2021	Recanvass and recount of the Ward 4 Primary Election results. All members present and sworn in as the Board of Canvassers at the Anne Arundel County State Board of Elections offices for monitoring and conduction of the recanvass and recount. No change noted. Results stand and certified.
October 12, 2021	Special meeting. Chair Leahy and Member Brenia present. Campaign fund reports reviewed.
October 21, 2021	Regular monthly meeting. All present. Campaign questions reviewed. Campaign fund reports reviewed. Updates on General Election.
October 22, 2021	Special meeting. All members present. All attended the following public demonstrations conducted by the Anne Arundel County State Board of Elections at their offices – Voting Systems and Election Day Polling Place Supply Bag Verification. Following was a “Lessons Learned” meeting with SBE staff to review the Primary Election and make recommendations for the future.
November 2, 2021	General Election Day. All members present at the Anne Arundel County State Board of Elections offices for monitoring and conduction of the election. Campaign fund reports reviewed.
November 3, 2021	General Election Canvass begun. All members present and sworn in as the Board of Canvassers at the Anne Arundel County State Board of Elections offices for monitoring and conduction of the canvass. Campaign fund reports reviewed.
November 9, 2021	General Election Canvass continued and completed. Final election results certified. Board of Canvassers adjourned.

November 18, 2021	Regular monthly meeting. All members present. General election questions reviewed. Campaign fund reports reviewed. Chair Leahy reported on the “Lessons Learned” meeting with SBE staff she attended on November 16, 2021 at their offices. A review of the General Election was done, and recommendations made for the future
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December 16, 2021 Regular monthly meeting cancelled due to lack of quorum.

Activities: See those included under “Meetings”. Additional activities: Work Sessions held with City Council members on March 11, 2021 and July 15, 2021 to discuss the upcoming elections.

Eileen Leahy Chair Signature: _____ Date: _____

Regina Watkins-Eldridge, City Clerk Signature: _____ Date: _____



City of Annapolis

Office of liaison department
Address of liaison department
Annapolis, MD 21401

TO: Regina C. Watkins-Eldridge, MMC
City Clerk

FROM: Tricia Hopkins on behalf of the Chair, Civil Service Board *Tricia Hopkins*

CC: Jennifer Beard, John Egidio., Alvin Collins, Hilary Raftovich, Tricia Hopkins, Demetria Creek

RE: Annual Report 2021– Civil Service Board

DATE: January 19, 2022

Duties: To review and make recommendations to the City council regarding the classification and pay plan of the City, to adopt certain rules governing the Civil Service, to hear certain personnel appeals, and to review requests for promotions and for merit pay increases.

Membership: Jennifer Beard, Samuel Callahan, Jr., Alvin Collins, Roberto Veloso, John Egidio during course of CY 2021

Vacancies: 2

Activities:

- March 25, 2021
Virtual meeting to review of Civil Service Job Descriptions resulting from consultant study.
Resignation of Roberto Veloso and selection of Samuel Callahan, Jr. as Chair
Board Members Present: Jennifer Beard, Alvin Collins., Samuel Callahan Jr.
- July 14, 2021
Virtual meeting to review of Civil Service Job Descriptions resulting from consultant study. New member John Egidio selected as board Chair upon resignation of Samuel Callahan, Jr.

Board Members Present: Jennifer Beard, Alvin Collins., John Egidio
- July 21, 2021
Virtual meeting to review of Civil Service Job Descriptions resulting from consultant study Board Members Present: Jennifer Beard., Alvin Collins., John Egidio



Commission on Aging 2021 Annual Report

February 7, 2022

TO: Regina C. Watkins-Eldridge, MMC
City Clerk

FROM: Hilary Raftovich
Staff Liaison

RE: Annual Report 2021 – Commission on Aging

Duties: The Commission shall be concerned with the problems of the aging. The Commission shall study those areas affecting the aged which are financial, social, educational and organizational and their situation with regard to employment, housing, health services, transportation, nutrition, recreational facilities and activities and discrimination because of age. It shall have other and further duties and powers as may from time to time be conferred upon it. The Commission shall make recommendations, from time to time, to the City Council, after determining specific problems which need solutions; determining the source of these problems and collecting information about solutions of the problems; educating the public (and individuals or organizations who are the source of particular problems) concerning their relations to the problems and their relation to the solutions.

Attendance:

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Wayne Taylor, Chair	NoMtg	NoMtg	NoMtg	x	x	x	NoMtg	NoMtg	resigned			

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Bruce Morgenstern, Vice Chair	NoMtg	NoMtg	NoMtg	x	x	x	NoMtg	NoMtg	resigned			
Deborah Proctor	NoMtg	NoMtg	NoMtg	x	x	x	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg -
Mary Cleave	NoMtg	NoMtg	NoMtg	x	x	x	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg -
Judith Branham	NoMtg	NoMtg	NoMtg	absent	absent	absent	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg
Mary Harris	NoMtg	NoMtg	NoMtg	absent	absent	absent	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg

Activities: The board has been challenged in the last 2 years by the realities of the pandemic. The inability to meet in person meant that a few of the members could not attend any meetings. The events usually planned by the commission for the benefit of area seniors (the holiday luncheon and the resource fair) were not held in order to protect the health and safety of the seniors.

Despite limited meetings, the board members worked hard to serve Annapolis seniors. Mr. Morgenstern was busy providing food through food drives, assisting at vaccination clinics and helping distribute masks and other COVID supplies. Mr. Taylor was advocating for seniors, especially those in congregant housing, offering transportation to medical appointments and addressing other pandemic related concerns. Ms. Cleave and Ms. Proctor worked with seniors in their communities and advocated for their needs. All the commission members kept in touch with the mayor's office even when they could not meet to let us know about needs they saw in the community.

As the year came to a close Mr. Taylor stepped down as his other duties prevented him from continuing to chair the board. Mr. Morgenstern has also stepped down in light of his many volunteer commitments. Going forward the City Council I recommend the city review the need for this board. Ms. Cleave is ready and willing to lead the board going forward and there is another potential nominee. If it is the council's desire for this board to continue, I will endeavor to rebuild its membership.

Hilary Roggio Raftovich

Staff Liaison to the Commission



Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
India Ochs, Chair, Ward 5 (began 2/22/2021)	NA	Absent	x	x	x	X *became chair	NoMtg	x	x	x	x	x
Laura Booth, Vice Chair Ward 7	x	Absent	x	x	x	X *became Vice chair	NoMtg	x	Absent	x	x	x
Brianna Becker, Ward 1 (resigned November 2021)	x	x	x	x	Absent	x	NoMtg	x	Absent	x	x	NA
Enid Collison- Lee, Ward 3	x	x	x	x	x	x	NoMtg	x	x	x	x	x
Lillie Odessa Ellis, at large	x	x	x	x	Absent	x	NoMtg	x	x	x	Absent	x
Sheila Finlayson. Aldersperson	x	x	x	x	Absent	Absent	NoMtg	Absent	x	Absent	x	x
Kayla Simone Golder, Ward 4	x	x	x	x	Absent	Absent	NoMtg	Absent	x	Absent	Absent	Absent
Jeffrey Macris, Ward 2	x	x	x	x	x	x	NoMtg	x	x	x	x	x
Grace Mathews,	NA	Absent	x	x	x	Absent	NoMtg	x	x	x	x	x

at large (began 2/22/2021)												
Janet Norman, at large	x	x	x	x	x	x	NoMtg	x	x	x	x	x
Jessica Pachler, Ward 8	x	x	x	x	x	x	NoMtg	x	x	x	x	x
Kenneth Starkes, at large	x	Absent	Absent	x	Absent	Absent	NoMtg	Absent	x	Absent	Absent	x
Pam Bukowski, Non-Voting Member	x	Absent	Absent	x	Absent	Absent	NoMtg	x	Absent	x	x	x

Education Commission 2021 Annual Report

February 7, 2022

TO: Regina C. Watkins-Eldridge, MMC
City Clerk

FROM: India Ochs
Chair

RE: Annual Report 2021 – Education Commission

Duties: The purpose of the Education Commission shall be to make recommendations to the Anne Arundel County Board of Education and the Superintendent and to the State Boards of Education concerning the Annapolis School feeder system, serve as the primary liaison between City and the County Board of Education and elected officials, and work with other governmental, private, and non-governmental organizations to obtain educational

opportunities, resources and facilities for the citizens of Annapolis.

Attendance:

Activities: The Education Commission had two new members sworn in during 2021 (Ward 5 and At-Large) and secured a member for the Ward 6 vacancy (swearing- in pending new elected city council vote). Commission members were active in advocating with Board of Education members and AACPS staff on transportation, school start times, food distribution, and COVID safety protocols, and secured additional vaccination clinics for the Annapolis Cluster.

Key Votes:

- The Annapolis Education Commission officially endorse the petition to require anti-bias, anti-racism training for all members of the AACPS Board of Education. (January 2021)
- The Annapolis Education Commission affirms its continued support of the full voting rights of the AACPS BoE Student Member. (January 2021)
- The Annapolis Education Commission requests that, as bus routes are redesigned with regard to adjusting school start times, AACPS reconsiders the walking radius, safe walking routes, and other transportation issues which represent significant barriers to education, particularly as identified as a priority recommendation by the Joint Initiative to Eliminate the Opportunity Gap. (March 2021)
- Support the Board of Education efforts to reduce class sizes to no larger than 20 students in K-5 schools, with a primary focus on schools with a high opportunity gap. (April 2021)
- The Annapolis Education Commission supports the unanimously adopted motion of the Anne Arundel County Council of PTAs which reads: “AACPTA requests that AACPS fund the urgent implementation of improved classroom cameras for instruction. We ask to build capacity and consider use of unallocated fund balance or other sources, for the benefit of all schools with a prioritization of opportunity gap schools.” (May 2021)
- The Annapolis Education Commission thanks all AACPS staff for all they did during the 2020-2021 school year and through the pandemic. (June 2021)
- “The Annapolis Education Commission supports AACPS policy requiring all students and staff, regardless of vaccination status, to wear masks at all times inside AACPS buildings to reduce the risk of COVID transmission. (August 2021)
- The Annapolis Education Commission urges AACPS to reduce the risk of COVID transmission by encouraging students to eat lunches outdoors or in classrooms in small cohorts to reduce the number of students congregating in school cafeterias. (August 2021)
- The Annapolis Education Commission urges AACPS to employ necessary tech to allow students to participate in lessons synchronously and virtually at their home school from home during quarantine period to reduce quarantine learning loss and help students stay on pace with their peers. (August 2021)
- The Annapolis Education Commission motions to thank those staff, teachers and SROs who kept students safe at Annapolis High School on 9/29/21. (September 2021)

- The Annapolis Education Commission work with AACPS and the City of Annapolis to address the issues that led to the events on 9/29/21 at Annapolis High School, to work to understand what led to these issues within the Annapolis community, and how we as a community and commission can help resolve them. (September 2021)
- The Annapolis Education Commission, in continuing support of safe walking routes to school for students across Annapolis, asks that the City make the crosswalk at Burnside and Chesapeake permanent for the good of the community and the students at Eastport elementary. (October 2021)
- The Annapolis Education Commission supports the funding for an additional social worker position at Annapolis High based on the very large demonstrated need in our cluster and goals to close opportunity and achievement gaps.

Community involvement: The Education Commission partnered with the Governor's Vaccine Equity Task Force and the Maryland Department of Health to sponsor multiple COVID-19 vaccination clinics at Eastport United Methodist Church for everyone eligible 5+ of age.

India L. Ochs, Chair

ETHICS COMMISSION
c/o CITY OF ANNAPOLIS OFFICE OF LAW
160 DUKE OF GLOUCESTER STREET
ANNAPOLIS, MARYLAND 21401

CITY LIAISON:
D. Michael Lyles, City Attorney

Telephone (410) 263-7954
Facsimile (410) 268-3916

2021 Annual Report
January 13, 2022

The Ethics Commission enforces financial disclosure requirements, conducts information programs and disseminates ethical requirements, investigates conflict of interest violations, issues advisory opinions, and maintains certain reports and statements.

This annual report to the City Council is provided in accordance with City Code 2.04.080. The Ethics Commission is comprised of the following four members:

- a. James E. Dolezal, Chairman
- b. Kevin A. Chase, Vice Chairman
- c. David S. Bliden
- d. Pegeen Townsend

On December 14, 2021, Jim Dolezal and Kevin Chase were elected Chairman and Vice Chairman of the Commission for calendar year 2022. Because of pandemic restrictions the Commission has met five times in 2021 using the City's Zoom teleconference service. Other Commission actions were processed and coordinated via email exchanges because of the simplicity of a request or the lack of a specific need to meet.

The Ethics Commission has one vacant position because of Commissioner Vincent Moulden's resignation from the Commission on June 3, 2021, due to the increased responsibilities of his new position in the Anne Arundel County Executive's Office.

Meeting dates and attendance are shown below. In compliance with the Open Meetings Act, a Confidential closed hearing was held on June 16 to review an allegation of a conflict-of-interest Ethics Code complaint.

Date	Dolezal	Chase	Bliden	Moulden	Townsend
3/29/2021	X	X	X	X	X
5/17/2021	X	X	X		X
6/16/2021	X	X	X		X
10/11/2021	X	X	X		X
12/14/2021	X	X	X		X

The last change to the Ethics Law, City Code 2.08, was made on September 13, 2021, with the passage of Ordinance 21-21 which repealed City Code 2.08.060 Statement of Compliance. In compliance with State Law, the required 2020 Local Government Ethics Law Annual Certification was filed with the State Ethics Commission on October 11, 2021. As required by City Code 2.08.030.C.7 the Commission met with the Human Resources Manager, Patricia Hopkins, on March 29, 2021, to review the Ethics Guide for Employees and Officials. In addition, Commission representatives attended Maryland Office of Administrative Hearings training and City provided procedural training on the conduct of Board and Commission meetings.

Two requests for advisory opinions regarding ethics code interpretation were received and acted upon. Additionally, two informal responses were provided to simple and urgent requests, and two allegations of a possible ethics violation were investigated and acted upon. A required function of the Commission was to obtain and review submitted Calendar Year 2020 Financial Disclosure Statements. Most recently, 2021 Financial Disclosure forms were prepared for Office of Law distribution to City officials and employees in January. In support of the 2021 disclosures the Commission will post a listing of 2021 Financial Institutions and Businesses Doing Business with Annapolis on the City's web page. The Commission is appreciative of the excellent support provided by the Office of Law throughout the year.

This report has been reviewed and concurred with by the members of the Commission.

Respectively submitted,

James E. Dolezal

Chairman

cc: Michael Lyles, City Attorney
Kerry Berger, Assistant City Attorney



Chartered 1708

City of Annapolis

Office of Finance
160 Duke of Gloucester Street
Annapolis, MD 21401
410-263-7952
finance@annapolis.gov

January 13, 2022

TO: Regina C. Watkins-Eldridge, MMC
City Clerk

FROM: Frederick C. Sussman, Esquire
Chair

RE: Annual Report 2021 – Financial Advisory Commission (FAC)

Duties: The Financial Advisory Commission (FAC) is composed of seven members with demonstrated knowledge of public finance, appointed by the Mayor and confirmed by a majority vote of the City Council. Each member serves a term of four years, commensurate with the term of the Mayor and City Council, or until the member's successor is confirmed. The purpose of the FAC is to advise the Mayor and the Aldermen/Alderwomen on financial issues at a high level.

These issues may include, but are not limited to, the review of collective bargaining agreements prior to execution and annual reports on the amount of public debt the City may incur without jeopardizing its bond rating.

Throughout 2021, there was one vacancy on the Financial Advisory Commission. Effective immediately, there is an additional vacancy resulting in two open positions in total.

Zoom Meeting Attendance: See attachment.

Activities: See attachment.

Respectfully,

Frederick C. Sussman, Esquire
Chair, Financial Advisory Commission
(by email)

Zoom Meeting Attendance - Calendar Year 2021

	Regular Meetings					Special Meetings				Regular Meetings							
Member	14-Jan	Feb	11-Mar	8-Apr		22-Apr	29-Apr	6-May		13-May	10-Jun	8-Jul	Aug	9-Sep	Oct	10-Nov	9-Dec
Atty. Frederick C. Sussman	*	0	*	*		*	*	*		*	*	*	0	*	0	*	*
Bob Burdon	*	0	*	*		*	*	*		*	*	*	0	*	0	*	*
Frank Brown	*	0	*	*		*	A	*		*	*	*	0	*	0	*	*
James A. Cardillo	*	0	*	*		*	*	*		*	*	*	0	*	0	*	*
Faye Currie	*	0	*	*		*	*	*		*	*	A	0	*	0	*	*
Edward Meehan	*	0	*	*		*	*	*		*	*	*	0	*	0	*	*

ATTACHMENT

Calendar Year 2021 Annual Report – Financial Advisory Commission (FAC) – Activities

<u>Meeting Date</u>	<u>Attendees</u>	<u>Absentees</u>	<u>Discussion Points/ Meeting Purpose</u>	<u>Votes/Outcomes</u>
January 14, 2021 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown, James A. Cardillo, Faye B. Currie, Edward J. Meehan, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Assistant City Manager Lyn Farrow, Constituent Services Officer & Ombudsman Hilary Raftovich, and Accountant Kim Ellen Maronski	None	<ul style="list-style-type: none"> ● Audit Committee Report ● FAC Annual Report – CY 2020 ● Finance Department Projections: <ul style="list-style-type: none"> ○ Revenue ○ Expense ○ Fund Balances 	<ul style="list-style-type: none"> ● Approved CY 2020 FAC Annual Report
March 11, 2021 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown, James A. Cardillo, Faye B. Currie, Edward J. Meehan, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Assistant City Manager Lyn Farrow, Senior Accountant/Budget Analyst Katie Connolly, Accountant Kim Ellen Maronski, and Ryan Haglar (COATV)	None	<ul style="list-style-type: none"> ● Audit Committee Report ● Boards and Commissions Newsletter ● Finance Department Report <ul style="list-style-type: none"> ○ America Rescue Plan Act of 2021 (ARPA) ○ FY 2022 Budget Timetable 	<ul style="list-style-type: none"> ● None
April 8, 2021 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown, James A. Cardillo, Faye B. Currie, Edward J. Meehan, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Assistant City Manager Lyn Farrow, Senior Accountant/Budget Analyst Katie Connolly, Accountant	None	<ul style="list-style-type: none"> ● Audit Committee Report ● Finance Department Report <ul style="list-style-type: none"> ○ CAFR ● Spending Affordability 	<ul style="list-style-type: none"> ● None

	Kim Ellen Maronski, and Eric Lund (COATV)			
Special Meeting April 22, 2021 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown, James A. Cardillo, Faye B. Currie, Edward J. Meehan, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Assistant City Manager Lyn Farrow, Senior Accountant/Budget Analyst Katie Connolly, Accountant Kim Ellen Maronski, and Ryan Haglar (COATV)	None	<ul style="list-style-type: none"> • City Budget <ul style="list-style-type: none"> ○ Fees and Fines Ordinances ○ FY 2022 Capital and Operating Budgets • Finance Department Report <ul style="list-style-type: none"> ○ Debt Capacity 	<ul style="list-style-type: none"> • None
Special Meeting April 29, 2021 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, James A. Cardillo, Faye B. Currie, Edward J. Meehan, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Assistant City Manager Lyn Farrow, City Planning and Zoning Director Sally Nash, Senior Accountant/Budget Analyst Katie Connolly, Accountant Kim Ellen Maronski, David Hyder (Stantec) and Ryan Haglar (COATV)	Frank A. Brown	<ul style="list-style-type: none"> • City Budget <ul style="list-style-type: none"> ○ Fees and Fines Ordinances ○ FY 2022 Capital and Operating Budgets • Enterprise Fund Rate Studies 	<ul style="list-style-type: none"> • Approved special meeting to be held May 6, 2021
Special Meeting May 6, 2021 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown, James A. Cardillo, Faye B. Currie, Edward J. Meehan, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Constituent Services Officer & Ombudsman Hilary Raftovich, and Accountant Kim Ellen Maronski	None	<ul style="list-style-type: none"> • FAC correspondence concerning proposed FY 2022 City budgets, fees, and fines 	<ul style="list-style-type: none"> • Approved FAC correspondence to be sent to City Council concerning FY 2022 budgets

May 13, 2021 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown, James A. Cardillo, Faye B. Currie, Edward J. Meehan, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, Assistant City Manager Lyn Farrow, Deputy City Manager for Resilience & Sustainability Jacqueline Guild, Senior Accountant/Budget Analyst Katie Connolly, Accountant Kim Ellen Maronski, and Mark Hildebrand (COATV)	None	<ul style="list-style-type: none"> • Audit Committee Report • Resilience Authority Legislation O-14-21 	<ul style="list-style-type: none"> • None
June 10, 2021 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown, James A. Cardillo, Faye B. Currie, Edward J. Meehan, Ward Eight Alderman Ross H. Arnett III, City Finance Director Jodee D. Dickinson, Assistant City Manager Lyn Farrow, Deputy City Manager for Resilience & Sustainability Jacqueline Guild, Accountant Kim Ellen Maronski, and Eric Lund (COATV)	None	<ul style="list-style-type: none"> • FAC Spending Affordability Subcommittee Report • Finance Department Report <ul style="list-style-type: none"> ◦ FY 2022 City Budget Amendments/Transfers • Resilience Authority Legislation O-14-21 	<ul style="list-style-type: none"> • Approved FAC correspondence to be sent to City Council concerning O-14-21

July 8, 2021 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown, James A. Cardillo, Edward J. Meehan, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Assistant City Manager Lyn Farrow, Deputy City Manager for Resilience & Sustainability Jacqueline Guild, Accountant Kim Ellen Maronski, and Mark Hildebrand (COATV)	Faye B. Currie	<ul style="list-style-type: none"> • Audit Committee Report • Finance Department Report • Pension Benefit Analyses • Resilience Authority 	<ul style="list-style-type: none"> • Approved continuation of Zoom videoconference format for FAC monthly meetings
September 9, 2021 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown, James A. Cardillo, Faye B. Currie, Edward J. Meehan, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Assistant City Manager Lyn Farrow, Accountant Kim Ellen Maronski, Jennifer L. Dierksen (Davenport Public Finance), Joseph D. Mason (Davenport Public Finance), and Madeleine Horrell (COATV)	None	<ul style="list-style-type: none"> • Bond Ordinance O-31-21 	<ul style="list-style-type: none"> • Approved to report favorably on O-31-21
November 10, 2021 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown James A. Cardillo, Faye B. Currie, Edward J. Meehan, Ward One Alderwoman Eleanor “Elly” Tierney, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Assistant City Manager Lyn Farrow, Senior Accountant/Budget Analyst Katie Connolly, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	None	<ul style="list-style-type: none"> • Audit Committee Report • FAC Spending Affordability Subcommittee Report • Finance Department Report <ul style="list-style-type: none"> ◦ Bond issuance • Pension Benefit Analyses • Resilience Authority 	<ul style="list-style-type: none"> • None

December 9, 2021 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown James A. Cardillo, Faye B. Currie, Edward J. Meehan, Ward One Alderwoman Eleanor “Elly” Tierney, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Assistant City Attorney Ashley E. Leonard, Assistant City Manager Lyn Farrow, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	None	<ul style="list-style-type: none"> • Audit Committee Report • FAC minutes and calendar year 2022 Zoom meeting schedule • FAC Spending Affordability Subcommittee • Finance Department Report • Labor Negotiations (in general) • Resilience Authority 	<ul style="list-style-type: none"> • Approved 2021 FAC Monthly Zoom Meeting Schedule
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ANNAPOLIS HERITAGE COMMISSION

ANNUAL REPORT FOR 2021

CITY CODE SECTION 2.48.360

DUTIES

The Commission shall advise on and facilitate the development of programs and activities that increase public awareness, appreciation and preservation of the cultural heritage of the City of Annapolis. The Commission shall have discretion to develop programs and projects in partnership with the Historic Preservation Commission and other heritage-related agencies and organizations that keeps the cultural heritage alive in our memory as a part of what has shaped us as a people, nation, and culture. This can include commemorative events, publications, monuments, markers, awards and other educational activities. The Commission shall consider as a primary component of program and project development the educational value and public benefit associated with the Commission’s proposed activities.

MEETINGS

At the Call of the Chair.

MEMBERSHIP CRITERIA AND STATUS

Membership Criteria

The Commission consists of seven residents and up to five at large members who have a demonstrated knowledge and interest in the history and culture of Annapolis. Four of the twelve positions may include, by way of example, representatives from Historic Annapolis Foundation, Maryland State Archives, Four Rivers Heritage Area of Annapolis, London Town, and South County and the Annapolis History Consortium. The members shall be appointed by the Mayor subject to confirmation by the Council.

Membership Status

Marcie Taylor-Thoma was nominated as Chairman and Robert Worden as the Vice Chairman at the March 3, 2021, meeting. There are currently five vacancies on the Commission. Roberta Laynor, Chief of Historic Preservation, served as the staff representative until her resignation as Chief of Historic Preservation in June 2021. The new Chief of Historic Preservation John Tower became the new staff representative and attended his first meeting on July 7, 2021. Shari Pippen, Historic Preservation Assistant, performed administrative functions for the Commission.

Membership Status

<u>COMMISSIONER</u>	<u>APPOINTED</u>	<u>REAPPOINTED</u>	<u>EXPIRES</u>
Marcie Taylor-Thoma, Chair	10-26-15	5-13-19	9-30-22
Robert L. Worden, Vice Chair	10-13-11	6-28-21	6-30-24
Alma H. Cropper	10-31-11	6-28-21	6-30-24
Karen Theimer-Brown	1-27-20		6-30-23
David Haight	9-14-20		6-30-23
Samuel Biddle	9-14-20		6-30-23
Todd Powell	10-11-21		6-30-24

Membership Attendance

<u>2021</u>	<u>March 3</u>	<u>May 5</u>	<u>July 7</u>	<u>Nov. 3</u>
Marcie Taylor-Thoma, Chair	X	X	X	-
Robert L. Worden, Vice Chair	X	X	X	X
Alma H. Cropper	X	X	X	X
Karen Theimer-Brown	X	X	X	X
David Haight	X	X	X	X
Samuel Biddle	X	-	X	X
Todd Powell	-	-	-	X

X = Attended

MEETING TOPICS

March 3, 2021

Welcome New Commissioner: Samuel Whelen Biddle.

Downtown Annapolis Scavenger Hunt - update for Historic Annapolis exhibit.

Alex Haley 100th Birthday Celebration August 2021 - discuss Commission participation.

Civil War Camp Walton Site.

Carr's Beach mural approval at Park Place - review recent Commission approval.

Guardians of the First Amendment Memorial - review additional narrative plaque.

W3R sign at end of Eastport Bridge.

Election of Officers.

May 5, 2021

Eastport Walking Tour Signs: Updates and replacements.

Parole Church sign replacement.

R-16-21 – Fowlkes Community Park.

Downtown Annapolis Scavenger Hunt - update for Historic Annapolis exhibit.

Minor Carter signs.

W3R sign at end of Eastport Bridge.

July 7, 2021

Introduction of new Commissioner Reid Bowman.

Update on Interpretative Plan & new Exhibits with Historic Annapolis.

Communication with the Art in Public Places Commission.

Discussion on Commission's role in Cultural Celebrations, i.e. Alex Haley's Celebration.

Memorial Park at Eastport Firehouse.

Process of replacement of signs in Parole.

WR3 Signage at the end of the Eastport Bridge.

November 3, 2021

Introduction of new Commissioner Todd Powell.

Update on the Eastport Walking Tour signage by Mark Hildebrand.

Update on the Slave Port project by Janice-Hayes Williams.

WR3 Signage at the end of the Eastport Bridge – Memo update.

Report prepared 12/14/21

John J. Tower

Shari Pippen

Marcie Taylor-Thoma, Chairman

Annapolis Heritage Commission

HISTORIC PRESERVATION COMMISSION

ANNUAL REPORT FOR 2021

CITY CODE SECTION 21.08.060

DUTIES per City Code 21.08.060(E)

- The Historic Preservation Commission shall hold no fewer than one regular meeting monthly to discharge its duties.
- Consistent with the City's policies and procedures, employees may be assigned to the Commission, and such services and facilities made available as are deemed necessary or appropriate for the proper performance of its duties.
- The Historic Preservation Commission shall annually file a report with the City Council summarizing the Commission's discharge of its responsibilities.
- The Historic Preservation Commission shall decide applications for Certificates of Approval pursuant to the provisions of [Chapter 21.56](#).
- The Historic Preservation Commission may accept and use gifts in the exercise of its functions, subject to any applicable City policies or procedures regarding acceptance or use of gifts by public officials.
- The Historic Preservation Commission may direct studies, reports, and surveys to identify historically, culturally, archaeologically, or architecturally significant landmarks, sites, structures, and districts that exemplify the cultural, social, economic, political, or architectural history of the City, State or Nation.
- The Historic Preservation Commission may adopt and utilize in its review of applications rehabilitation and new construction design guidelines and criteria for designated landmarks, sites, structures, and districts which are consistent with the U.S. Secretary of the Interior's standards for rehabilitation. Guidelines may include design characteristics intended to meet the needs of particular types of landmarks, sites, structures, and districts, and may identify categories of changes that, because they are minimal in nature, do not affect historic, cultural, archaeological, or architectural significance, and do not require review by the Commission.
- To adopt sidewalk café furniture guidelines for use by operating establishments located in the historic district, which hold permits issued pursuant to [Chapter 7.42](#) of the Annapolis City Code. In adopting any such guidelines, the Historic Preservation Commission shall consider the requirements of [Section 7.42.020\(F\)](#) of the Annapolis City Code.
- Consistent with the City's Charter, ordinances, resolutions, local public law, policies, and procedures covering the acquisition of easements, to accept historic preservation easements, when deemed appropriate by the Commission, on designated landmarks, structures, or sites and on sites or structures located in, or adjacent to, a designated district, landmark, site, or structure.
- To undertake any other action or activity necessary or appropriate to the implementation of its powers and duties or the implementation of the purpose of this Zoning Code.

MEETINGS per Rules of Procedure 3.3, 3.4, and 5.1

Public Hearings are held on the second Tuesday of the month at 7 pm. Administrative Meetings are held on the fourth Thursday of the month at 7 pm. No Public Hearings or Administrative Meetings take place in August. No Administrative meetings take place in November or December. The minutes of all meetings are recorded, filed, and available in the Planning & Zoning Department as well as on the City's website.

MEMBERSHIP CRITERIA AND STATUS per City Code 21.08.060(B)

At least two members of the Commission shall possess professional or academic training in one or more of the above-listed fields in accordance with the minimum professional requirements of the United States Department of the Interior for certifying local governments under 36. C.F.R. Part 61.

The criteria for Commission membership under the category of demonstrated special interest may be satisfied either by formal training in one or more of the fields listed in Subsection (B) of this section or active membership in a preservation-related organization. The requirement for membership under the category of specific knowledge may be satisfied by formal post-secondary education, employment or practical experience in one or more of the above-listed fields. The requirement for Commission membership under the category of professional or academic training may be satisfied by, at a minimum, two years' experience as a professional or a bachelor's degree in one or more of the above-listed fields.

Membership Status

COMMISSIONER	APPOINTED	REAPPOINTED	EXPIRES
Timothy Leahy, Chairman	10/13/2008	1/20/20	7/31/23
Kim Finch	9/28/2007	6/28/21	7/31/24
Roberta "Bobbi" Collins, Vice Chair	9/25/2017	9/14/20	7/31/23
Wilford Scott	7/23/18	6/28/21	7/31/24

William W. Williams, RA	9/23/19		7/31/22
Kevin Smith	10/18/21		7/31/24
Leslie Xavier	9/31/21		7/31/24

Membership Attendance

2021	Jan 12	Feb 9&25	March 9	April 13&22	May 11	June 8&24	July 13&22	Sep 14&23	Oct 12&28	Nov 9	Dec 14
Tim Leahy	1	2	1	2	1	2	2	2	2	1	1
Kim Finch	1	2	1	2	1	2	2	1	2	1	1
Bobbi Collins	1	2	1	2	1	2	1	2	2	1	1
Wil Scott	1	2	1	2	1	2	2	2	2	1	1
Bill Williams		2	1	1	1	2	2	1	2	1	1
Kevin Smith	Appointed to the Commission on 10/18/21									1	1
Leslie Xavier	Appointed to the Commission on 9/31/21								2	1	1

Staff Participation

Roberta Laynor and John Tower served as staff representatives for the 2021 meetings. Roberta Laynor resigned on July 7, 2021. Shari Pippen, Historic Preservation Assistant performed administrative functions for the Commission.

Application Statistics

Public Hearing Approvals

21 Applications were reviewed at Public Hearing with a value of construction of \$25,808,219.00.

Administrative Approvals

274 Applications were submitted and reviewed and 246 were approved administratively with a value of construction of \$4,305,401.90.

Revisions to Certificates of Approval

A total of 28 revised Certificates of Approval were issued with a value of construction of \$198,931.00.

Historic Preservation Tax Credits

Twelve new applications were approved for FY22 tax credits in the amount of \$22,581.44 and ten applications were carried-over from prior year(s) amounting to a total of FY22 credits of \$75,122.48.

Commission Training

Sustainability and Historic Preservation Commissions/Maryland Association of Historic District Commissions/Google Meet/August 26, 2021.

Connecting with the Community/Maryland Association of Historic District Commissions/July 13, 2021.

Timothy P. Leahy, Chairman

Historic Preservation Commission

2021 ANNUAL REPORT

Annapolis Human Relations Commission

These are highlights of the activities of the Annapolis Human Relations Commission in 2021 and consistent with its mission to eliminate discrimination and promote equal opportunity:

Candidate Forum

The Commission held its quadrennial Candidate Forum prior to the City's primary election. Mayor Buckley and candidates or their representatives from most of the aldermanic districts participated and discussed their vision of what "One Annapolis" meant to them.

Police Recruitment

Two members of the Commission (Chuck Hurley and Jay Williams) served on a Working Group on Police Recruitment in Annapolis. As a result of its efforts, implicit bias testing will be incorporated into the selection process using an instrument to be developed by the Maryland Police and Correctional Training Commission. The goal is to ensure that individuals who selected for police positions in the City align with its mission of equity, diversity and inclusion.

LGBTQ+ Guidelines for Anne Arundel County Public Schools

The Commission sent a letter to Superintendent George Arlotto and the members of the Anne Arundel County Board of Education urging the development and adoption of a fully comprehensive and inclusive policy that will create safe spaces for LGBTQ+ students attending the county's public schools and will be conducive to learning. This policy would replace the current guidelines that do not have the same legal protections and guarantees as policy. Data show that LGBTQ+ students are at higher risk of experiencing discrimination and stigma. Superintendent Arlotto responded positively to the Commission's letter.

Proposed Expansion of the Duties of the HRC Related to Police Reform

A police reform ordinance (O-12-21) was introduced in City Council by Alderman Rob Savidge. The bill would have given the Commission five additional responsibilities: 1) Conduct at least one public forum each calendar year for the purpose of receiving community input on policing matters, 2) Accept and review correspondence and comments from members of the general public, 3) Establish procedures for the processing of complaints related to profiling or discriminatory practices, 4) Coordinate with the Mayor's Office to provide forms or establish electronic means for submitting complaints related to profiling or discriminatory practices, and 5) Submit an annual report on all complaints received relating to profiling or discriminatory policing practices. **Commissioners thought that the legislation needed work as it related to these proposed additional duties.** The proposed ordinance was subsequently withdrawn by its sponsor because a review by a working group of City Council members, the Office of Law, and the Police Department had not been completed by the end of the year.

Complaint

The Commission dealt with a single complaint. The Commission's Complaints Committee recommended that the complainant be encouraged to contact the Anne Arundel County Crisis Response System or The Arundel Lodge insofar as either of these organizations would be better equipped than the Commission to deal with the concerns raised.

Presentations to the HRC

Alderman Brooks Schandelmeier stressed the urgency of taking steps to ensure that white supremacists and other far right extremists do not gain employment at the Annapolis Police Department. He suggested that a survey be conducted of Annapolis police to determine their personal outlook as well as their level of understanding about what constitutes a hate crime or incident.

Thornell Jones, a leading civil rights and education advocate in Annapolis, spoke about the Kirwan Blueprint for education in Maryland. He underscored the challenge: Less than one-third of high school juniors in the state are college ready. The recommendations of the Kirwan Commission dealt with early childhood education, the quality and diversity of teachers and school leaders, college and career readiness pathways including vocational and technical education, resources to ensure that all students are successful, and the establishment of an accountability and implementation board on governance.

Steven Waddy, PAC chair of the Anne Arundel County chapter of the NAACP, discussed the controversy surrounding "Critical Race Theory". He said that opposition to the theory is grounded in resistance to anti-racist teaching, accompanied by attacks on public education, and used as a cultural issue in elections. "Racial resentment" is at the core of the opponents' views: that talking about race is inherently divisive, that systemic racism is not real, that personal responsibility is the primary driver of racial inequities, and that whites will always be the "victim" when we talk about race in any manner.

Other Activities

The Commission presented awards virtually to graduating seniors at the annual programs of Annapolis and St. Mary's High Schools. Commissioners attended an online "Dimensions of Diversity" training via Zoom led by the Maryland Commission on Civil Rights. Claudia Barber, the staff liaison to the Commission, took part in an online training about Open Meetings requirements for City Boards and Commissions.

Two Issues Requiring Mention

The Human Relations Commission has five vacancies, more than any other City Board. That is due to the size of the Commission (15 members). The median number of members on all Commissions is just nine. It is rare when all of the positions on the Human Relations Commission are filled. Commissioners ask City Council to reduce the number of members on the Human Relations Commission to 12. The Commission chair will work with the coordinator of Boards and Commissions to introduce the necessary legislation.

The English and Spanish language versions of the Commission's fair housing brochure have required updating because Anne Arundel County has adopted a fair housing ordinance. Once the translation for

the revised parts of the Spanish language brochure has been made and funding is available for printing, the new brochures can be prepared and distributed. But not until then.

2021 Meeting Attendance Record of Commissioners

	February	April	June	October	December
Keller	X	X	X	X	X
Knight	X	E			X
Leitch	X	X	X	X	X
Sims		E	E	X	X
Katchmar	X	X	X	X	X
Graham	X	X	X		X
Smith	X	X	E	X	X
Hurley	X	E	X		E
Williams	X	X	X	E	X
Browning	X	X	E	X	X

Key: X- Attended, E- Excused absence



MUNICIPAL BUILDING MARITIME ADVISORY BOARD ANNAPOLIS, MARYLAND 21401

THE CITY OF ANNAPOLIS

(410) 263-7940

January 20, 2021

Regina C. Watkins-Eldridge, MMC, City Clerk
City of Annapolis
160 Duke of Gloucester Street
Annapolis, Maryland 21401

Re: 2020 Annual Statement

Dear Ms. Watkins-Eldridge:

The Maritime Advisory Board (MAB) was created in 1988 "[t]o provide input and assistance to appropriate city officials, boards and commissions based upon positions and viewpoints espoused by the maritime industry and trade." The Board's duties include:

Provide expert and informed analysis, based upon marine industry and trade positions and viewpoints, of the facts relating to the marine industry and pleasure boating in the City on relevant matters pending before the City Council, or any city agency, board or commission, including the advantages and disadvantages of any particular action;

Make such recommendations to any decision-making body, agency, board, commission or official of the City on matters relating to the marine industry and pleasure boating in the City as the council deems appropriate;

The full text of the City Code pertaining to the MAB is set forth at Section 2.28.230 et seq.

The MAB has established the following goals and objectives to be met during the 2022 calendar year:

- Continue to provide input, assistance, analysis and recommendations on relevant matters pending before the City Council and any city agency, board or commission.
- Continue to make recommendations on matters relating to the marine industry and pleasure boating in the City as the City Council deems appropriate.

- Consistent with the to-be adopted "Annapolis Comprehensive Plan," encourage the City to commence implementation of the recommendations of that Plan as will relate to the maritime industry.
- Continue monitoring of the "no-discharge zone" proposal for the City of Annapolis and Anne Arundel County.
- Seek the expansion of community boating opportunities available to City residents.
- Work with City staff to finalize updates to City harbor lines.
- Work with City staff regarding the report and recommendations of the Urban Land Institute for City Dock and the subsequent recommendations of the City Dock Action Committee.
- Work with City Staff to implement the provisions of O-25-21.
- Continue review of maritime zoning for opportunities for properties unaffected by O-25-21.

The MAB has established the following goals and objectives proposed to be met during each of the next four ensuing fiscal years:

- Commence, continue and expand implementation of the recommendations of the 2022 "Annapolis Comprehensive Plan"
- Work with City staff on the implementation of the recommendations of the City Dock Action Committee.
- Continue periodic review of current maritime zoning, rules and regulations, and make recommendations to the appropriate agency and City Council to ensure the fair utilization of and safety on City waterways.
- Continue to encourage the attraction of national and international yachting events to the City including proactive approach with local yacht clubs on timing and coordination of upcoming events and the City's role in those events.
- Establish and promote the City as a "one-stop shopping" community for maritime products and services.
- Implement long-term management of the City waterways.

Inasmuch as the MAB is an advisory Board, and the amount and subject matter of the input and advice to a particular "decision-making body, agency, board, commission or official" varies from year-to-year, the annual performance standard of necessity is whether the MAB has satisfactorily

provided such input, assistance, analysis and recommendations on matters relating to the marine industry and pleasure boating in the City. In addition, the onset of the COVID-19 pandemic severely altered manner in which monthly meetings were conducted and new and old business addressed. To that end in 2020 the MAB has:

- Provided input and recommendations to Maritime Task Force. Reviewed proposed Maritime Task Force Report and made recommendation to City Council. Reviewed proposed 0-25-21 and amendments and provided Referral Action Report to City Council.
- Reviewed and made recommendations for Charter Dock policy.
- Reviewed and made recommendations on improvement of street-end access points and public access areas
- Received on-going updates and provided comment concerning improvements to Hawkins Cove.
- Received on-going updates and provided comment concerning Wells Cover litigation and access.
- Reviewed and provided Referral Action Report for 0-3-21 (Port Wardens Authority).
- Reviewed and provided Referral Action Report for 0-5-21 (Tucker Street Boat Ramp).
- Reviewed and provided Referral Action Report for 0-23-21 (Harbor Line at 222 Severn Avenue).
- Continued to review status of the creation of a "no-discharge" zone for the City of Annapolis and Anne Arundel County, and to make recommendations in connection therewith.
- Provided on-going interface with the Anne Arundel County Maritime Industry Advisory Board.
- Continued to review status of the City Dock Action Committee as it affects the water side of City Dock and the maritime industry.
- Provided continued input for the City response to the COVID-19 pandemic as it affected City Dock and the maritime industry.

The MAB has fully complied with and adhered to the performance standards established for the preceding year.

A matrix of attendance is attached hereto.

In closing, the MAB notes that it is incumbent upon the Council, and each city official, board and commission considering a matter relating to the marine industry and pleasure boating in the

City to bring that matter to the attention of the MAB. The Council and each such city official, board and commission should be reminded to bring such matters to the attention of the MAB.

If you, the Mayor, staff, or members of the Council have any questions, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in black ink, appearing to read 'T. Lomax', is written over the typed name. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Tarrant H. Lomax, Chair

cc: MAB Members
Michael Mallinoff, Acting Director, Department of Planning & Zoning
Stephen Rice, Economic Development Manager

MARITIME ADVISORY BOARD
2021 Attendance Report

<u>Members (Expiration of Term)</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
							Note 1					
Tarrant Lomax* (06/2021)	X	X	X	X	X	X		X	X	X	X	X
Scott Allan** (06/2021)	X	X	EX	X	X	EX		X	X	X	X	EX
Rick Franke (06/2021)	X	X	X	X	X	X		Vacant	Vacant	Vacant	Vacant	Vacant
Debbie Gosselin (06/2021)	X	X	X	X	X	EX		X	X	X	EX	EX
Bill Woodward (06/2021)	EX	X	X	X	X	X		X	Vacant	Vacant	Vacant	Vacant
Peter Trogdon (06/21)	X	X	X	X	X	X		X	X	X	X	X
Frieda Wildey (06/22)	X	X	X	X	X	X		X	X	X	X	EX
Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant
Andy Fegley (Ward 1 - 12/2021)	EX	X	X	X	X	X		EX	X	X	X	EX
Duncan Hood (Ward 7 - 12/2021)	EX	X	EX	X	X	X		X	X	X	X	X
Mike Tomasini (Ward 8 - 12/2021)	X	EX	X	X	X	X		X	X	X	X	EX
* Chair	X - Attended			NOTE 1: THERE WAS NO JULY MEETING.								
** Vice Chair	EX - Excused											
	R - Resigned											

City of Annapolis
Planning Commission
Department of Planning & Zoning
145 Gorman Street, 3rd Floor
Annapolis, MD 21401-2535

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January 14, 2022

TO: Regina C. Watkins-Eldridge, MMC, City Clerk

FROM: Planning Commission

RE: Annual Report 2021

The Planning Commission of the City of Annapolis is a volunteer group of citizens selected by the Mayor with the approval of the City Council. There are seven members on a full Planning Commission, serving from different areas of the City. There are currently two vacancies on the Commission.

The criteria for membership include the following:

- Must be a resident of the City of Annapolis
- Must attend monthly meetings and other assemblage as needed
- Must have a demonstrated interest with regard to planning policy, land use matters and procedures of the City

In January 2021, Ben Sale was re-elected as chair of the Commission and Bob Waldman was re-elected as vice-chair.

Under section 21.08.030 of the City Code, the Planning Commission is charged with the following duties:

1. Review all proposed amendments to this Zoning Code and Zoning Map and to report to the City Council its findings and recommendations in the manner prescribed in this Zoning Code, Chapter 21.32 and Chapter 21.34.
2. Receive the Planning and Zoning Director's recommendations related to the effectiveness of this Zoning Code and report its conclusions and recommendations to the City Council not less frequently than

once a year.

3. Hear and decide applications on planned developments pursuant to the provisions of Zoning Code Chapter 21.24
4. Execute all powers conferred to Planning Commissions under the Land Use Article of the Annotated Code of Maryland as may be amended from time to time.
5. On referral by the Director of Planning and Zoning of a major site design the Planning Commission shall hold a public hearing and make recommendations. Under section 21.22.060, the Planning Commission makes decisions on both preliminary and final major site designs.
6. On referral by the Director of Planning and Zoning on structures greater than three thousand two hundred fifty square feet in R2-NC zoning districts the Planning Commission shall hold a public hearing and make recommendations. Under section 21.40.060, the Planning Commission reviews and approves these types of applications.
7. The Planning Commission shall provide written findings for every decision under this title. The application shall be approved only if the majority of the members of the Planning Commission find that all of the necessary review criteria have been met.
8. For applications under [Section 21.08.030](#)(E)3. of this title, the Planning Commission shall grant or deny applications based on whether they satisfy all the standards imposed by [Section 21.24.090](#). The Commission may consider each standard individually but shall only vote on the application as a whole.

The minutes of all meetings are recorded, filed and available in the Planning and Zoning Department as well as online. There are no minutes for work sessions. No in-person meetings were held. The Commission continued with the virtual meeting format that was implemented in conjunction with Governor Hogan's State of Emergency.

The Commission is staffed by the Department of Planning and Zoning. Jacquelyn Rouse serves as the liaison to the Commission. A contract attorney is assigned by the City Attorney to serve as counsel to the Board. Christopher Beard currently serves in that capacity having been appointed in July 2020. Tami Hook served as the recording secretary for the Board until September 15, 2021. Kimberly Consoli assumed the position on September 16, 2021.

The Commission reviewed the following thirteen ordinances and prepared written recommendations and comments, which were forwarded to the City Council:

Ordinance O-47-20 - Local Zoning Map Amendment: A public hearing on the legislation was held on February 4, 2021 and continued to March 4, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Dr. Nash explained that the Department inadvertently rezoned the property located at 21 Maryland Avenue during a rezoning amendment. This proposed zoning map amendment corrects this mistake changing the zoning back to Conservation Residence, C1 to what it was prior to 2016 before the change to Special Conservation Business (C2A). The Planning Commission voted 5-0 to recommend approval to the City Council.

Ordinance O-50-20 - Moderately Priced Dwelling Unit: A public hearing on the legislation was held on March 4, 2021 and continued to March 18, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Dr. Nash described the ordinance established to update portions of Chapter 20.30 that were inadvertently left out of O-21-19 to include updating certain occupancy periods from 10 years to 30 years, updating the renaming of "Affordable Housing Trust Fund, and streamlining inconsistent language

to provide supplemental regulatory authority to Director of Planning and Zoning. Dr. Nash noted that there has been no additional information or public comments since the March 4th meeting. Mr. Iams moved to approve the modification to Ordinance O-50-20, Moderately Priced Dwelling Unit. Mr. Pline seconded the motion. **The Planning Commission voted 5-0 to recommend approval to the City Council.**

Ordinance O-4-21 - Medical Cannabis Dispensaries: A public hearing on the legislation was held on March 18, 2021 and continued to April 1, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Dr. Nash presented the ordinance to allow the of medical cannabis dispensaries around the City in areas that allow drug store facilities. She noted that this use will be a special exception use in the Professional district (P) and will not be a permitted use in the Conservation Professional Office (CP2) district. Using a map, she pointed out the P and CP2 district areas. She pointed out an error in the Ordinance that notes that the PN2 district use is a permitted use subject to standards but there are no standards in the Code so this should be a P district use. She noted that there are some pending amendments proposed by Alderwoman Pindell-Charles to include map locations to ensure that the dispensaries are not in close proximity of each other. Alderman Gay explained the purpose for introducing O-4-21 specifically to combat some of the opioids use and curb lives lost to it, on the economic side, it would create jobs for City residents, and finally it would address the disproportionate affect it has on the African American communities specifically relating to arrests for possession or distribution. He addressed questions from the. Mr. Waldman requested a compilation of the zoning, school and circle maps to determine what it would look like to ensure that there is no clustering. He would like to also see a 1-mile and 2-mile circle radius map. Dr. Nash agreed to get clarification on the State and requirements including the distance from schools, etc. Alderman Gay explained the purpose for introducing O-4-21 specifically to combat some of the opioids use and curb lives lost to it, on the economic side, it would create jobs for City residents, and finally it would address the disproportionate affect it has on the African American communities specifically relating to arrests for possession or distribution. He addressed questions from the Commission. Mr. Waldman requested a compilation of the zoning, school and circle maps to determine what it would look like to ensure that there are no clustering. He would like to also see a 1-mile and 2-mile circle radius map. Dr. Nash agreed to get clarification on the State and requirements including the distance from schools, etc.

Vice Chair Waldman moved to recommend to City Council without expressing a preference for what regulatory mechanism (i.e. permitted, permitted subject to standards or special exception) is instituted to regulate Medical Cannabis Dispensaries. The Planning Commission strongly recommends that in any legislation permitting dispensaries that the process include the opportunity for public comment on any application and that the following four factors be included: establish distance from existing dispensaries; establish distance from public and charter schools; establish distance from residential lot lines; and establish parking standards and design standards (e.g. signs, lights, access, security, loitering, etc.). The Planning Commission voted 4-1 to recommend approval to the City Council with the above referenced amendments. (Butler dissents)

Ordinance O-1-21 - R4 Bulk Regulations: A public hearing on the legislation was held on April 1, 2021 and continued to April 15, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Dr. Nash explained that O-1-21 corrects the conflicts in the bulk regulations table and related notes relating to attached single family and multi-family dwelling units. She noted that Section 21.50.100 does not list the minimum lot size for single family and multi-family dwelling units but added a footnote 4 description. The proposal recommends separating the footnote to allow multi-family dwelling units to take advantage of the structured parking if they are able to do so in order to have extra density in the R4 and R4R districts. She provided maps of the locations that include R4 and R4R zoning. The proposal would not affect the minimum lot sizes for apartments or single-family units. Mr. Pline moved approval of Ordinance

#0-I-21-R4 Bulk Regulations as presented. Ms. Butler seconded the motion **The Planning Commission voted 4-0 to recommend approval to the City Council.**

Ordinance O-7-21 - Short Term Rental Licenses: A public hearing on the legislation was held on April 15, 2021 and continued to May 6, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Dr. Nash explained that O-7-21 proposes to make new non owner-occupied short term rental licenses a special exception use in R2-NC, CI and CIA conservation residential districts to include transfer of existing licenses to a new owner. She went over a table that shows rental data from February 2020 to February 2021 and explaining that staff pulled the data from the City monitoring Host Compliance software. She concluded the ordinance includes a new definition for non-owner occupied dwelling units used for short terms rentals. She responded to questions from the COMMISSION. Ms. Butler recused from the vote but made herself available to answer questions since she has experience with short-term rentals. Alderwoman Tierney spoke on the legislation as the sponsor discussing the background on the purpose for the legislation and a proposed amendment language to add "H!" to the end of the chapter to read "In the case of non-owner occupied dwelling units used for short-term rentals, the following additional standard for review applies: community need: a need for the use has been established." Chair Sale moved to approve O-7-21 with Alderwoman Tierney's proposed amendment. The motion failed due to lack of a second. **Mr. Pline moved to neither approve nor deny O-7-21 but suggested that the City Council consider the Commission's recommendations detailed in their findings.** Chair Sale seconded the motion. The Planning Commission voted 4-0.

Ordinance O-10-21: Capital Improvement Plan FY2022: A public hearing on the legislation was held on May 5, 2021 and continued to May 20, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Mr. Johnson, Director of Public Works went over the projects proposed to use Fiscal Year 2022 funding for \$11,522, 493 under General Fund account. These include Barbud Lane, City Facility Improvements, City Facility Security Improvements, City Harbor Flood Mitigation, Fitness Equipment Replacement, General Roadways, Hawkins Cove-New, PW Maintenance Facility, Robert Eades Park-New, Traffic Signal Rehabilitation, Waterway Improvement, (four street-end parks) and Weems Whelan Field. Mr. Johnson, Director of Public Works, addressed the COMMISSION inquiry about the traffic lights being networked noting that the current CIP does not call for the traffic lights to be on a network. **Vice Chair Waldman moved to recommend approval of the CIP subject to a condition that all new traffic lights are capable of local, regional or both synchronization.** Ms. Butler seconded motion. Vice Chair Waldman moved to recommend to the Council that the Department of Public Works study Church Circle as a light less traffic circle before committing funds to new construction. Mr. Pline seconded the motion. The Planning Commission voted 4-0 to recommend approval to the City Council with the above referenced amendments.

Ordinance O-8-21: Dwellings above Nonresidential Uses in the PM District - A public hearing on the legislation was held on May 6, 2021 and continued to May 20, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Dr. Nash presented O-8-21 to allow dwellings above the ground floor in the PM district that is currently not a permitted use. Using a map, she showed the areas in the City that include PM district. There will also be changes in the Bulk Regulations in that district that relate to lot width. She recommended approval of this legislation as presented. Mr. Waldman expressed concerns that the conservation aspects of the Conservation districts might be lost in a change to PM. **Mr. Pline moved to recommend approval of O-8-21.** Mr. Iams seconded the motion. The Planning Commission voted 4-0 to recommend approval to the City Council.

Ordinance O-9-21 - Accessory Dwelling Units: A public hearing on the legislation was held on May 20, 2021 and continued to June 3, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Dr. Nash noted that O-9-21 proposes to allow Accessory Dwelling Units (ADU) in all residential zoning districts in the City. She went over the standards in the ordinance to include: allows only one accessory dwelling unit (ADU) per lot; ADU may not be established within a primary dwelling or accessory structure; each ADU should have its own ingress/egress; the maximum size of ADU is 850-square feet of livable space; one off street parking per ADU; a rental license is required for any ADU; and an ADU cannot be used for short-term rental.

Vice Chair Waldman moved to recommend approval of O-9-21 with the additional recommendation that owner occupied residences may rent an ADU for short-term purposes. Mr. Iams seconded the motion. Passed 3-0. Chair Sale abstained from the vote. Vice Chair Waldman moved to recommend approval with the recommendation of removing the parking requirements but that City Council review parking requirements especially with regard to the conservation zones. Mr. Iams seconded the motion. Passed 3-0. Chair Sale abstained from the vote. Mr. Pline moved to recommend to City Council that they strike the no additional lot coverage requirement. Mr. Iams seconded the motion. Passed 3-0. Chair Sale abstained from the vote.)

Ordinance O-19-21 - Development Application Process: A public hearing on the legislation was held on June 17, 2021 and continued to August 5, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Dr. Nash presented O-19-21 established to allow the public opportunity to submit input during the review of proposed development applications. The ordinance allows the Alderperson of the Ward for the proposed development to convene a diverse committee within 30 days after the required community meeting. This Committee would meet with the applicants to review the project plans to identify any community benefits. Mr. Waldman believes that the report should be a part of the evidentiary record for the Planning Commission. There was a discussion regarding the Committee size and composition. Vice Chair Waldman moved to recommend approval of the legislation to City Council as amended to include three additional recommendations that the Aldermanic composition be no more than seven, including the Alderman and not including the Applicant and that the legislation address the concerns and benefits. Chair Sale seconded the motion. The Planning Commission voted 4-0 to recommend approval to the City Council with the above referenced amendments.

Ordinance O-25-21: Waterfront Maritime Zoning Districts: Public hearings on the legislation and the Maritime Task Force Report were held beginning on July 15, 2021 and continuing to the August 5, 2021 and August 23, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote.

Mr. Beard asked if anyone owns property in any of the waterfront maritime zoning districts for the purpose of determining if there was a conflict of interest and the response was no at that time. Ms. Butler noted that she owns a rental property in the WME maritime zone. Mr. Beard determined that Ms. Butler should recuse from the discussions and vote because she owns rental property in the WME zone. Ms. Butler agreed to contact the Ethic Commission to request an advisory opinion on this issue in order to determine if she can participate moving forward. Dr. Nash shared her staff report that is a technical report of the project.

Ms. Fogarty presented the Maritime Task Force (MTF) Report and the accompanying O-25-21 that supports the recommendations noted in the report. Dr. Nash thanked Ms. Fogarty for her work on the MTF. She discussed the urgency because of the issues that the maritime owners and renters are facing to keep their businesses going. She explained that the existing zones have been in place for 34 years so need updating.

She discussed the Ordinance's purpose is to include a cohesive strategy for the maritime districts, include the interests of the stakeholders together, and build consensus as the basis for vital maritime districts.

Ms. Fogarty went over the basis for the formulation of the MTF and the process to include community outreach and engagement. Dr. Scott went over the collaborative process intended to build upon the successful 1987 approach to create a better future. He discussed the MTF envisions and asked the COMMISSION to review and adopt the plan. Ms. Fogarty discussed the approach noting that the MTF decided to build upon proven successes of the existing maritime zones. She discussed the conservation strategy intended to ensure viability of the maritime districts and addressed the urgent needs.

Ms. Zellers discussed the health/future of the Annapolis Maritime Industry specifically creating a vital future for Annapolis maritime industry. She noted that the MTF wants to ensure a vibrant future for Annapolis boating industry and went over the things that Ordinance #0-25-21 proposes to ensure this vibrant future.

Mr. Jabin discussed the challenges that the property owners are experiencing and the trends to ensure that maritime properties remain viable. He discussed the MTF recommendations in Ordinance #0-25-21 for modest flexibility to sustain a thriving boating industry. He also discussed the uses that contribute to success of hard maritime activities such as restaurants as well as complementary uses. Mr. Tomasini went over the MTF recommendations in O-25-21 to secure a high quality of life for residents by incentivizing water access and tangible benefits for the entire community such as enhancing water access. Mr. Leshinsky briefly discussed the public water access plan. He discussed the ways to incentivize water access such as 5% additional non-maritime flexibility, etc.

Ms. Fogarty summed up that O-25-21 is recommending the Strengthen the Industry Action Plan, Sustain the Maritime Districts, and Public Water Access. She urged the Planning Commission to support the Ordinance as presented. The Planning Commission asked several questions of the MTF to which they responded. Vice Chair Waldman requested additional information from Mr. Leshinsky on the Water Access Plan. Ms. Fogarty noted that the Maritime Task Force Report and O-25-21 were provided to the Commission. She detailed some of the items in the report and the amendments made as the result of some of the comments from the Commission at their last meeting. She went over the technical amendments for compliance and enforcement; non-maritime professional and retail uses; and clarifying definitions. The Commission responded to comments from the MTF and members of the public. Mr. Waldman shared possible recommendations to the Council on this Ordinance. He then moved to approve the proposed recommendations. Chair Sale seconded the motion. Failed 2-2.

The Commission continued its review of this legislation to the next meeting to allow for further edits to the document. Vice Chair Waldman moved approval of the Maritime Task Force Strategy Plan with the added advisory recommendation that all (3) three of the implementations need to be passed in order for it to function well and any further changes made to the plan be presented to the Commission for review through staff. Chair Sale seconded the motion. Passed 4-0

The Commission went over the document title "Potential Planning Commission Recommendations to the City Council Concerning Maritime Zoning Changes" dated August 23, 2021" to include in the findings for O-25-21 and there were several edits.

Mr. Pline moved to approve the "Potential Planning Commission Recommendations to the City Council Concerning Maritime Zoning Changes" document to include the edits made at this meeting. Chair Sale seconded the motion. Passed 5-0.

The Commission further revised the "Potential Planning Commission Recommendations to the City Council Concerning Maritime Zoning Changes" document to include additional comments/recommendations presented by Ms. Butler. **Vice Chair Waldman moved to approve the additional comments/recommendations as discussed at this meeting. Ms. Butler seconded the motion. Passed-5:0.**

Ordinance O-34-21: Reforestation: A public hearing on the legislation was held on August 23, 2021 and continued to September 2, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Dr. Nash presented O-34-21 proposed to address when there are changes onsite of a property and what happens with the approved Forest Conservation Plan. She explained the two main requirements for addressing the Forest Conservation Act that is required for all properties in the State of Maryland that are outside the critical area and is larger than 40,000 square feet. There will be new language in the ordinance that clarifies that if a new FSD is required then it should identify what forest or trees were removed on the property in the past 10 years if the said removal has not already been mitigated in a forest conservation plan. She explained that the intent of the Ordinance is to maintain the City's current tree canopy percentage.

Alderman Savidge described background for the purpose of O-34-21 noting that sometimes there are projects that drive legislation and there are two projects driving this legislation. He explained that the proposed legislation closes two loopholes, the first removes the language "Those techniques that enhance existing forest by selective clearing or supplemental planting onsite" so it could not be used as credit for forest mitigation. It also removes language "at least thirty five feet wide and covering at least two thousand five hundred square feet of area" and add language that "the equivalent area of the removed forest requiring mitigation" to ensure that mitigation is the equivalent size of the forest that was removed. The second is to add language "When a new forest conservation plan is required to be completed, it shall identify and require mitigation for any forest or trees removed in the past 10 years, if said removal has not already been mitigated for in a current or past Forest Conservation Plan" to ensure inclusion of previous mitigation.

Chair Sale moved approval of O-34-21 as amended to change the timeline for historical review of clearing to be greater than ten years and that any pre Forest Stand Delineation tree clearing is included in the historical review. Ms. Butler seconded the motion. **The Planning Commission voted 4-0 to recommend approval to the City Council.**

Ordinance O-22-21 - Administrative Hearing Officer: A public hearing on the legislation was held on August 23, 2021 and continued to September 2, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Dr. Nash explained that the O-22-21 proposes to establish an Administrative Hearing Officer (AHO) position. The Ordinance allows City Council to delegate review of variances, special exceptions, planned developments, and major site design plan reviews to the AHO. The Board of Appeals and Planning Commission are currently completing these reviews. She went over those reviews and actions that the Board of Appeals and Planning Commission would retain.

Alderman Arnett explained that this would be a contract position and not a classified City position. He briefly discussed the purpose for the ordinance relate to all the work on the pre applications and the ongoing issues with the Eastport Shopping Center involving the Adequate Public Facilities. He went over the protocol for when the AHO would oversee an application hearing. He responded to questions from the Commission. The

Commission deliberated on the ordinance. Chair Sale moved denial of O-22-21 as presented. Ms. Butler seconded the motion. The Planning Commission voted 4-0 to recommend denial to the City Council.

Ordinance O-32-21 – Use and Occupancy Permits: A public hearing on the legislation was held on September 2, 2021 and continued to September 16, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Dr. Nash presented O-32-21 established to allow Title 21 better coordinate with Title 17 as it relates to Use and Occupancy Permits. This will allow for conditional use and occupancy to allow homeowners who have completed the building permit work to move into the property in advance of completing the remaining site work. The change would allow the Planning staff to support Public Works and ensure completion of the work in a timely manner. Staff agreed to make some amendments to the current ordinance language.

The Commission held work sessions on the following projects:

A joint Work Session was held on February 25, 2021 with the Historic Preservation Commission for a presentation by the AMRP Group who are managing the renovation of the Hillman Garage and parking at City Dock.

On May 6, 2021, the Planning Commission held a work session to discuss the Bay Village Suites Major Site Design Plan proposal on property located at 960 Bay Village Drive.

The Commission reviewed the following projects and prepared written approvals. Projects included Major Site Design Plans, Planned Developments and R2NC Site Design Plans

City of Annapolis Department of Public Works Major Site Design Plan Review – SDP2020-003: A public hearing on the project was held on March 4, 2021 and continued to March 17, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. A major site design plan application proposed to develop the property located at 39 Hudson Street, zoned Industrial District-II to allow the construction of the DPW Maintenance facilities and surface parking lot. The site consists of 6.88 acres and the City will be developing 3.31 acres. Kevin Scott noted that the City has presented the special exception application to the Board of Appeals who approved it. Mr. Pline moved to approve the application for 39 Hudson Street with the addition of Condition #14 to read that "This facility shall consume electrical energy from the City's allocation of solar energy produced at the Waterworks Park solar farm to the extent possible and, if necessary, from the Baltimore Regional Cooperative Purchasing Committee. Ms. Butler seconded the motion. **The Commission approved the project by a vote of 4-1.**

100 Ridgely Avenue, LLC Major Site Design Plan Review - SDP2020-002: A public hearing on the project was held on March 4, 2021 and continued to March 17, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Mr. Scott presented the major site design application to redevelop the property located at 100 Ridgely Avenue to allow for a two story single-family residential building that will house four dwelling units. There will be off-street parking accessed from Giddings Avenue. Vice Chair Waldman moved approval with the addition of Condition #12 that "Infrastructure with the capacity for at

least four electric car charging stations shall be installed." Chair Sale seconded the motion. **The Commission approved the project by a vote of 5-0.**

Furgason and Radcliffe Site Design Plan Review: 114 Chesapeake Avenue - RNC2021-002: A public hearing on the project was held on May 6, 2021 and continued to May 20, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Mr. Scott presented the Furgason and Radcliffe site design plan noting that the duplex total combined floor area ratio is greater than 3250 square feet so requires COMMISSION review. The applicants are proposing to construct a 15' x 16' 240 square foot sunroom addition. There was public notice and posting on the project and there were a number of support letters provided. Mr. Furgason explained that the sunroom addition is proposed for the rear of the existing dwelling unit. The proposal meets the code and R2-NC zoning district requirements. He explained that there will no changes to the front of the property. The roofing materials will be in keeping with the existing home and there is a 5-foot setback on the property. The addition will provide screening of the HVAC units and recycling bins to improve appearance. He concluded that there are similar projects at 414 and 416 First Street. **The Commission approved the project by a vote of 4-0.**

Foster & Toll Site Design Plan Review – 414 & 416 Third Street R2NC2021-012: A public hearing on the project was held on July 15 2021 and continued to August 5, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. Mr. Scott described the Fosters and the Tolls proposal for a two story rearward duplex structure. He noted that the applications come before the COMMISSION because the changes will result in the total floor area exceeding 3250 square feet. The zoning for the property is R2NC and located within the Intensely Developed critical designation area. He noted that the Applicants' properly advertised the project in the newspaper, posted signs on the property and sent mailings to the adjacent property owners. He recommends approval of the application as conditioned in the June 21, 2021 staff report. Mr. Gigliotti, Applicant Representative, helped both Applicants to design their project with the intent of adding screen porches that was the driver for the project along with some space behind the porches. He noted that the Tolls wanted to add a family room and on the Foster wanted to add a screened porch as well as office space. He noted that the intent of the design was to continue the shape of the building; to fit everything within the architectural context of the neighborhood; and to have no impact to the front of the duplex. **The Commission approved the project by a vote of 4-0.**

City of Annapolis Parking Garage Major Site Design Plan Review - Gorman Street SDP2021-04: Public hearings on the project were held beginning on September 2, 2021 and continued to September 16, 2021 and October 7, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote.

Ms. Fogarty opened the presentation by stating that this design is the culmination of approximately 20 planning sessions wherein they have received input from numerous boards and Commissions. Mr. Dueland introduced AMRP's presentation, starting with an overview of the key features: Improved streetscape, storm water management, reduction of impervious surfaces, sanitary sewer improvements, bicycle parking, solar panels, electric vehicle charging stations, greater building setback and increased ADA accessibility. Blaine Linkous, Civil Engineer, reported that the improvements went beyond environmental requirements. He presented drawings illustrating the Filtera Modular Filtration system for storm water management. Mark Peluse, Landscape Architect, presented plans showing 5-foot widened continuous sidewalk, and landscape plans including native and adaptive plantings. Mr. Turner, FAIA made a presentation of the building's structural design, including aerial and street view. Design views included roof with solar panels, façade, primary entrance on Main Street as well as the views from City Dock, State House and Church Circle.

Chair Sale questioned whether the project will include complete demolition, and stated that the overall architectural design is a poor fit for the historic surroundings of the City. Mr. Turner reported that demolition would be complete, with reclamation and recycling of as aggregate as possible. He explained that the varied façade elements were thought to balance functionality as well as fitting into the historic look of the surroundings. Mr. Dueland discussed the possibility of adding green roof concepts, but added that this would sacrifice some parking spaces. Mr. Iams questioned the size of the parking spaces in the plans. Mr. Dueland answered that each spot is 8 1/2 feet wide by 16 feet deep, the standard size. One hundred sixty-five new spaces are added in this design. Chair Sale questioned whether it would be possible to dedicate a level of the garage for small cars. Mr. Turner answered that based on experience, people tend to park in the first available spot regardless of the size designation.

Mr. Iams asked about the number of charging stations. Mr. Turner answered that there are currently nine in the plans, with a conduit for adding more in the future. Mr. Waldman asked several questions, including whether the lighting considerations could be more creative and prevent being an annoyance to the neighbors; perhaps on a timer. Some other ideas involve the final design on the garage, adding that if they could be angled, this would help to cut down on the light emitted and still allow ventilation. He likes the feeling of openness, flow and the opportunity for pop-up events and suggested the addition of crosswalks. Mr. Turner stated that the civil engineering team will consider those items.

Mr. Pline added that he is more favorable to treating Gorman Street as a "shared space" with fewer demarcations for different modes rather than typical crosswalks and other demarcations. Ms. Guild suggested more consideration for rooftop planters and added that the need for electric vehicle charging stations will likely exceed 9 in the future. She asked about the possibility of using permeable pavers for the sidewalk. Mr. Dueland stated that when considering rooftop greenery, it was thought more desirable to minimize visual impact and not draw the eye upward. The priority had been to create as many parking spaces as possible, but he had no objection to exploring more green roof options.

Mr. Linkous stated that the permeable pavers had been a good suggestion and were considered; however, soil testing revealed that the soil will not let water infiltrate. The Silva cell trees planned for the property would be the best approach to aiding in storm water management. Chair Sale stated that the façade and the bars on the building do not blend well with the surroundings, and added that he would like to see the rooftop solar panels be enlarged. Mr. Dueland said that there could be some flexibility with the façade, bars and windows, but the colors, materials, etc. guidance had been per from the Historic Preservation Commission.

Bryce Turner, of BCTDesign Group, made a presentation of the refinements to the design package, including modifications to windows, brick detailing, greening of the garage roof and extended solar canopy.

The Members acknowledged the improvements and are more comfortable with the design in general. Mr. Iams raised the question of whether a public restroom had been included or considered, adding that he would not approve of any plans that do not include restroom facilities. Eivind Dueland, of Amber Infrastructure, and Mr. Turner answered that the plans do not include restrooms.

After discussion among the Members, Mr. Waldman motioned to approve the application with an amendment to include the October 1, 2021 modifications, the inclusion of window lintels or brick, infrastructure to provide 20% electric vehicle charging stations in the future, and that the addition of public restrooms be seriously considered. Chair Sale seconded the motion. **The Commission approved the project as discussed above by a vote of 4-1.**

At the following meeting of the Commission, Vice Chair Waldman moved for reconsideration of the vote to approve SDP2021-004 Mr. Pline seconded the motion. The motion passed 5-0. The Commissioners engaged in discussion about the matter of adding a requirement for public restrooms in the building plans. Dr. Nash reported that the Applicant is currently working on a revision for this purpose. **Vice Chair Waldman moved to apply the condition that a minimum of one public restroom shall be provided by the applicant under the direction of Planning and Zoning. Mr. Pline seconded the motion. The motion passed 5-0. Vice Chair Waldman moved to approve the Findings as amended. Mr. Pline seconded the motion. The motion passed 5-0.**

Primrose School Major Site Design Plan Review Spa Road and Hilltop Lane SDP2020-005: Public hearings on the project were held beginning on October 7, 2021 and continued to October 21, 2021; November 8, 2021; December 2, 2021 and to January 20, 2022 allow opportunity for additional public testimony and the resolution of issues identified during the hearing process prior to final deliberations and vote.

Mr. Smith introduced the application and recommended approval of the Special Exception with the conditions outlined on page 9 of the Staff Report. Mr. Smith also reported the Board of Appeals approved the special exception with the condition that queuing backups into Hilltop Lane will be cause for revocation of the occupancy license. A copy of that language was requested. Nelson Arocho, of Bay Engineering, presented the site plan and explained the storm water management, landscaping and hiker/biker trails for the project. Ken Schmid, of Traffic Concepts, Inc., explained that he had been hired by the Applicant to address parking. He presented the site's parking plan and described the methodology for computing peak traffic and travel through the parking lot. Aaron Becker, Architect, spoke on behalf of Primrose Schools, and presented the architectural plans for the project, including materials and design changes that had been made based on previous comments from the Board. Matt Taylor, of Primrose Schools, answered questions from Commission Members about the Primrose franchise, competitors, target demographic and parking plan. Mr. Nick Driban, Traffic Analyst, was hired by the City to analyze traffic movements outside the site. He opined that there would be no problems with customers making U-Turns in neighboring streets. At the following meeting, Mr. Smith reported that no further changes have been received. Mr. Dales, Attorney for the Applicant, reported that there were no design changes, but there is a supplemental traffic study. Nick Driban, Traffic Engineer for Lenhart Traffic Consulting, Inc. on behalf of the City of Annapolis explained the supplemental analysis, which had been performed as a result of the Commissioners' questions at the previous meeting. Sam Brice, of the City of Annapolis Department of Public Works answered the Commissioner's questions about traffic pattern plans for the project. The Commissioners engaged in discussion about the project and concerns about the proposed traffic plans. Mr. Pline stated that he is not in favor of approving the application because although the issue of queuing on Hilltop has been addressed, the traffic plans for both vehicular and non-vehicular traffic at this location remain problematic. He will provide written statement to the Board detailing his position. Other Commissioners voiced their concerns regarding traffic issues as well.

Chair Sale moved to continue the review until the November 18, 2021 meeting, and to require the Applicant to provide updates on any changes at least two weeks prior to that scheduled meeting. Vice Chair Waldman seconded the motion. The motion passed 5-0. At the November 18, 2021 meeting, Phil Dales, Attorney for the Applicant, requested a continuance. Their traffic engineers have been working to finalize alternatives to the plans which address the Uturns and the "right in/right out" condition of concern to the Board. A meeting is scheduled between the Applicant and the Department of Public Works for November 23, 2021 to go over a simulation. The Board agreed to a continuance.

At the December 2, 2021 meeting, Mr. Smith provided an update. The traffic consultant has met with the Department of Public Works (DPW) and their traffic engineers to address concerns of the Board regarding U-turns, etc. He has emailed to the Board Members a document entitled, "Concept Plan Option E", showing road improvements to Hilltop Lane and a Revised Site Plan showing adjustments to the Shared Use Trail. He has also sent them a copy of the Adequate Public Facilities Revision from the Director of DPW dated 11/30/21 showing that they have re-approved the Adequate Public Facilities based on these revisions.

Mr. Waldman questioned who will be paying for the road improvements to Hilltop Lane. Mr. Smith clarified that those improvements will be the responsibility of the Applicant, including any subsequent changes to traffic signal timing that becomes necessary. Mr. Dales, attorney for the applicant, made a presentation summarizing the proposed changes that address the issues of potential turnarounds on residential streets. Among the options explored by the Applicant, changes to lane striping, signal timing and allowing left turns into the site. All options changed the egress configuration. Following a meeting with DPW, the option which still restricts left turns into the site but does allow traffic exiting the site to continue through the intersection heading west toward Forest Drive was the option which was most favored by DPW. All options that did not propose left turns into the site hinge upon off-site parking across the street at Kneseth Israel Synagogue, and use of a new crosswalk at the intersection. The new plans include a 2-foot-wide median on Hilltop Lane.

The Commissioners asked questions of the traffic engineers and Sam Brice, of DPW, about widening of Hilltop Lane to accommodate the new barrier, peak hours of traffic for the facility, and the anticipated use of the synagogue's parking lot. The traffic consultant hired by the City, Mr. Nick Driban, stated his opinion that traffic exiting the property should be allowed to blend across the four lanes of westbound Hilltop Lane. Mr. Brice was asked if DPW would consider an experimental period to test the safety of this option. Mr. Brice said that he would consider an experiment, but would not commit to an experiment. The Commissioners discussed whether to keep public testimony open for another hearing to allow the public to review and comment on the proposed revisions. Mr. Dales was in agreement, since the Applicant is being asked to consider revising the plans to allow the access point further away from the Hilltop Land/Spa Road intersection. He further suggested a working session between the Applicant and the Department of Public Works. Chair Sale moved to continue this item at the January 20, 2022 meeting of the Planning Commission. The motion was seconded by Mr. Iams. The motion passed 4-0.

Major Site Design Plan Review City of Annapolis 7040 Bembe Beach Road. SDP2021-002: A public hearing on the legislation was held on November 4, 2021 and continued to November 18, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. The proposed project is for the redevelopment of the Port Williams Marina into the Chesapeake Region Accessible Boating Center. Ms. Gudenius introduced the project to the Commission, and amended one item in the Staff Report conditions — item #11, regarding fee in lieu. The City will not require grading for the sidewalk, but a fee in lieu will still be required. Paul Bollinger, Executive Director of the Chesapeake Region Accessible Boating (CRAB), presented an overview of the project. Stephen Ritterbush, CRAB Board Member, spoke in favor of the project and explained its value to the community. Carl Corse, Engineer for the project, shared the Site Design Plans. Vernon Husted, Landscape Architect, presented the plans for the project landscape.

The Commissioners asked questions about noise mitigation and public access. Vice Chair Waldman stated that the City Council accepted the Maritime Zoning Task Force strategy, which explicitly states that public

access is a city policy goal and the Council legislated that goal in the enabling legislation. He pointed out that there is no public access on this waterfront property that is owned by the City. At the following meeting, Mr. James Nolan, Attorney for the Applicant, spoke in detail about the CRAB project, its existence as a non-profit organization and their commitment to public access to the water. The Commissioners engaged in deliberation discussion about the project and conditions. With regard to public water access, it was clarified that the lease between the City of Annapolis and the Chesapeake Region Accessible Boating, Inc. (CRAB) dated November 20, 2020 limits the use for people with disabilities, volunteers and staff working for the lessee. The intent is to include youth from underserved communities, recovering warriors, and seniors who seek access to boating activities during the peak sailing season (generally April to October). Chair Sale moved to approve the project as amended, with the recommendation that the applicant continue to work with the adjoining property owners and the City of Annapolis in order to develop possible offsite tree plantings instead of a fee in lieu, and the condition to implement a temporary noise mitigation barrier to the pavilion design that can be utilized during events. Also work with adjoining property owners in another work session to assist in finalizing fencing and plantings with regard to noise and viewshed mitigation. Ms. Butler seconded the motion. **The Commission approved the project as discussed above by a vote of 4-0.**

Planned Development and Preliminary Subdivision for an Institution for the Care of the Aged, known as The Village at Providence Point, on property located at the intersection of Forest Drive and Spa Road PD2019-001: Public hearings on the project were held beginning on December 2, 2021 and continued to December 16, 2021 and to January 20, 2022 allow opportunity for additional public testimony and the resolution of issues identified during the hearing process prior to final deliberations and vote.

The project involves the planned development and preliminary subdivision of a 350-bed institution for the care of the aged known as The Village at Providence Point. The concept is that of a continuing-care retirement community certified by the Maryland Department of Aging. The Village at Providence Point is a project that inserts planned development into the natural environment with the highest standards of sustainability. Of the 175 acres in the Village at Providence Point, 145 acres (82% of the property) will be dedicated in some form of permanent conservation.

Mr. Alan Hyatt, Attorney representing the Applicant, introduced the project. The culmination of ten years of iterations based on input from the City and the community, their project proposal has been significantly reduced in size from the original plans for the Village at Crystal Springs and includes 50 acres of conservation easement, plus another 75 acres containing the equestrian facility will go into conservation as well. Mr. Hyatt categorized the four critical issues that have been resolved: Stormwater management, "No net loss" of trees, traffic mitigation by improvements to Forest Drive and the creation of a new road connecting Spa Road and Newtown Drive, and land conservation. He referred to a packet of 19 exhibits he had delivered to the Commission.

Mr. Lawrence Bradshaw, Special Advisor representing National Lutheran Communities and Services made a presentation explaining what a Continuing Care Retirement Community is, the project's background and evolution, and why it is important to Annapolis as a non-profit organization. Based on feedback received from the community and City staff, new plans were created which removed a lot of age-restricted housing and retail space, and designate significantly increased acreage for conservation in perpetuity.

The Commissioners asked questions and clarified the following two items: that the facility plans to hire locally and employ city residents, and even though the Applicant is a non-profit organization, they are still subject to property taxes. Residents of independent-living units are subject to property taxes as any other property owner in the state of Maryland. The health care areas and skilled nursing center are exempt from property taxes. Mr. Kevin Johnson, Civil Engineer, presented the property and subdivision plans showing the total 175.63 acre property, 50 acre footprint of disturbance and 34 acres of development, leaving 141 acres undisturbed. He described the roadways of Crystal Spring Farm Road and the new Skippers Lane as public rights of way, the plan for the stormwater treatment via 79 bioretention facilities that will treat 125% of the Environmentally Sustainable Design requirement, and stream restoration of 502 feet of an eroded existing channel. The Site Plan was displayed on the screen, and Mr. Smith explained in detail how the Natural Resources Inventory was used in collaboration with the Annapolis Environmental Commission, arborists and landscape architects to identify the most sensitive areas on the site. Using the site's current grading and projected location of the 60-inch force main, the presence of specimen trees and other factors, the Applicant identified the most suitable locations for building as far away from Crab Creek as possible.

The Commissioners asked questions and the following items were clarified: The Applicant has agreed to provide a 10-foot Shared Use Path along Forest Drive, but it has not been determined whether this path will extend beyond the Spa Road intersection. The 12-foot width of Skippers Lane was specified by the Department of Public Works. Mr. Pline raised the concern that 12-foot wide travel lanes plus 5-foot wide bike path creates 17 feet of pavement and may in the future become problematic with the speed of vehicular traffic in the area. Masque Farm will be under a 75-acre conservation easement. The forested land adjacent to it will be held in conservation easement dedicated to the Scenic Rivers Land Trust and will remain forest in perpetuity. There are currently trails located on the property which are for the institutional facility's use as an equine facility, but no trails for public access. There are currently three existing structures that will be removed and those areas reforested. Mr. Johnson clarified the location and width of sidewalks planned for the proposed Skippers Lane.

Mr. Gerald Winegrad, representing the Concerned Citizens for Proper Land Use, reported that his group has worked with the Applicant and with the City over the last few years in working sessions to address areas of concern. His group is willing to withdraw all of their objections if terms of agreement are reached between the City and National Lutheran and are incorporated as conditions of the approval by the Planning Commission for this project. The documents have been previously provided in writing to the City and involve construction and post-construction phases, traffic mitigation, stormwater management, and the conservation easement and restrictive Deed covenants, all of which have been agreed to by the developer and their attorney, Alan Hyatt.

The Planning Commission was provided updates and held discussions on the following comprehensive planning efforts under way in the City:

Comprehensive Plan Updates:

January 7, 2021: Eric Leshinsky, Chief of Comprehensive Planning provided an update on the Comprehensive Plan/Land Use approach. He discussed the process specifically the timeline that started in Fall 2019 and proposed to be complete in Fall 2021. He discussed the guiding principle themes to include equity health and, resilience. He briefly discussed the vision framework, valuing land use, conventional growth, 2009 Comprehensive Plan, smart math of mixed use, observation and opportunities, moving to mixed use, performance-based approach, mixed use as applied, West Annapolis precedent, and fiscal impacts analysis. Mr. Leshinsky and his team responded to questions from the Commission. The Commission agreed to include the Comprehensive Plan Update as a standing agenda item for the first meeting for the next three months specifically looking for a first draft. The Commission asked Mr. Leshinsky to show the Commission update meetings on the flow chart and the Commission review of the Plan in May. Vice Chair Waldman believes that the Council should be involved in the process as well and Dr. Nash noted that the plan will be presented to the Council at their January 21, 2021 meeting.

February 21, 2021: Mr. Leshinsky provided an update on the Comprehensive Plan starting with the timeline that has been updated to include regular check-ins with the Commission and City Council. Using a PowerPoint presentation, he went over the plan status to include the significant concurrent efforts, vision, action plan, and land

March 4, 2021: Mr. Leshinsky updated the Commission on the Comprehensive Plan process on the projected 2020-2040 growth in the City as mandated by the State. He briefly discussed the plan schedule and the benefits of growth. Mr. Jakubiak briefly discussed the growth projection methodology specifically the City versus County households, historic and projected. He also discussed the Plan for Forecast to reflect Plan Priorities. He concluded that the takeaway is that the City is going to grow and so the City needs to be intentional in its benefits from this growth.

April 1, 2021: Mr. Leshinsky updated the Commission that the Team had a work session with City Council to update them on the draft goals of the various elements of the Comprehensive Plan. He added that the draft goals will be posted to the Comprehensive Plan website and sent to the Commission for review. He noted that the goals would guide the recommendations so they will continue to be refined. He noted that the Team continues to engage the community so the project is moving forward. He concluded that the intent is to work towards a more substantial document to share with the Commission in late May.

June 3, 2021 June 17, 2021: Two updates were provided, as follows: Mr. Leshinsky provided an overall update of how the draft goals, recommendations and metrics to be released to the public to solicit input. He also expressed an interest in feedback from the Commission on the Comprehensive Plan overall as well as the draft goals, recommendations and metrics. Mr. Leshinsky updated the Commission on the status of the Comprehensive Plan noting that the City released the draft goals, metrics and actions and posted to the City's main webpage. He encouraged the Commission to review and make comments. He discussed the location of the case studies website where the Commission can make comment as well as take the survey for feedback purposes. The webpage will be up until early August so there will be plenty of time to provide feedback. Ms. Butler suggested that Mr. Leshinsky include the HACA/Eastport Terrace/Harbor House properties back into the case studies.

Maritime Task Force Update: On February 4, 2021, the Commission received a presentation by Eileen Fogarty on the Maritime Task Force that was created by the City Council to review ways to strengthen and increase the presence of the maritime industry. The Task Force was tasked with looking at how the community can have greater access to the water and ensure maritime districts are sustainable into the future. Using a

PowerPoint presentation, Ms. Fogarty discussed the City's Commitment to the Maritime Industry and Objectives. Dr. Nash added that the Comprehensive Plan specifically the Role and Maritime Districts intends to strengthen and support the maritime industry. Ms. Fogarty went on to discuss the history of the maritime zoning districts established in 1985-1987 to include Waterfront Maritime Conservation, Waterfront Mixed Maritime, Waterfront Maritime Eastport and Waterfront Maritime Industrial. She discussed the status of the Task Force's efforts and where the Commission fits in. She explained that the intent is to have recommendations for a strategic approach by May 2021. Ms. O'Sullivan discussed the Waterfront Access Workgroup findings and the water access opportunities. Mr. Leshinsky discussed the hierarchy of public waterfront access. Ms. Zellers discussed the current state of the maritime industry. Mr. Rice discussed promoting and marketing the maritime districts. Mr. McDevitt discussed the resident expectations. Ms. Templeton discussed contributing uses/triggers to supporting the maritime industry. Dr. Scott discussed the triggers and incentives. The Task Force addressed questions from the Commission. Ms. Fogarty concluded that the Task Force should be returning to the Commission in April for another work session.

On April 15, Ms. Fogarty introduced that the members of the Maritime Task Force present to discuss their subgroup progress. Dr. Nash explained that the intent of the Task Force is to develop a cohesive strategy for the maritime districts, balancing the expectations of the different maritime groups and working hard to build consensus. She explained that Mr. Waldman has been very helpful in determining the different kinds of uses in order to be flexible without compromising the industry. Ms. Fogarty described the purpose and the concept behind the triggers specifically there are aspects of the industry that are critical to the rest of the industry. The Task Force will recommend adding fuel dock pumping stations to the current list of triggers. The Task Force met with the Commission in February and tonight's presentation will discuss some of the ideas that resulted from that presentation. There has been work sessions with the Council and various groups to solicit feedback and these work sessions will continue.

Mr. McDevitt summarized the progress of the Resident Expectation group speaking that the residents envision a vital future for maritime districts and an expanded waterfront access. He discussed contributing uses to include creating more parking options and supporting restaurants in WMI zones.

Ms. O'Sullivan summarized the progress of the Waterfront Access group discussing the strategic approach to water access opportunities. She briefly discussed the City partnership to use NPDES Chesapeake Gateway funding to study water access in order to develop a major comprehensive water access plan. Mr. Tomasini discussed expanding waterfront access for the community to maintain/enhance access and provide new water access areas.

Ms. Zellers summarized the progress of the Strengthening Maritime Industry group explaining that the objectives intend to ensure a strong future for Annapolis boating businesses in the maritime districts to include support of the working yards and services. The industry agreed on contributing uses and triggers such as restaurants. She discussed some of the ideas to support the industry such as incentives for new maritime uses, relocation assistance for maritime business, expansion of workforce development efforts, a commitment from the City to reach out and promote available maritime spaces.

Mr. Rice added that Economic Development is assisting the industry by launching a new webpage to advertise maritime districts in order to provide information on the districts as well as list available properties. The plan is to attend the major boat shows on the east coast not held in Annapolis to raise the profile of the Annapolis maritime industry and is also working on development of maritime incentives funds to balance recruitment effort for new business as well as retention of the existing businesses.

Mr. Hammond discussed possible funding sources specifically the Annapolis Maritime Industry Fund (AMIF) such as increase the City boat rental fees at City Dock, establish a City policy that real property taxes from the assessment growth in Maritime zoned properties, space permit fees, annual grant from the visitor's bureau and other available grant funding.

Mr. Jabin spoke on the uses that contribute to the success of the hard maritime activities such as restaurants in WMI and WME. He discussed the triggers to allow limited additional non-maritime uses to support working maritime industry agreement. Dr. Scott discussed the strategic approach to address concerns of each of the stakeholder groups. The Task Force responded to questions from the COMMISSION. Ms. Fogarty agreed to provide a definition of a functioning boatyard.

The Commission also reviewed the **2021 Annual Section 1-207 1-208 Report to the Maryland Department of Planning** on how many residential permits/commercial buildings/subdivisions that the City has approved and any changes to the zoning code and zoning maps in 2021. Mr. Leshinsky referred to the letter to the Office of Secretary explaining that the Maryland Department of Planning requires an annual report on development activities and changes in policy that occurred over the past year. Because the Department was under the 50 new residential permits threshold at 46, they were entitled to submit the short form. The Department provided responses and discussed the ordinances passed in 2020. A public hearing on the report was held on June 3, 2021 and continued to June 17, 2021 to allow opportunity for additional public testimony prior to the deliberations and vote. **Ms. Butler moved approval of the Comprehensive Plan Annual Report recommendations. Mr. Iams seconded the motion. Passed-4:0.**

At the October 7, 2021 meeting, the Commission (via Mr. Waldman) voted to send a letter to the Building Board of Appeals in support of the Planning & Zoning Director's denial of the fence permit at SAYC. In addition, Chairman Sale attended the 4.5 hour Building Board of Appeals hearing on October 14, 2021 to testify. He was not allowed to testify because of Covid although the Board has no established rules and allowed witnesses for the developer to testify.

Rules of Procedure: Beginning on May 20, 2021, the Commission began discussing draft Rules of Procedures that proposed changes to the ex-parte communication and the conflicts of interest sections. The discussion was continued to June 17, 2021. A public hearing on the report was held on August 15, 2021 and continued to September 16, 2021 to allow opportunity for public testimony prior to the deliberations and vote. The Commission had significant discussion and deliberations on the draft Rules of Procedure changes. Vice Chair Waldman agreed to draft some alternative language for Section 6.7 and possibly adding a Section 6.2a for the Commission to review prior to voting. The Commission discussed changes in their Rules, Section 6.2, to add language that includes receiving comment from council members concerning new legislation of non-quasi-judicial nature. The members discussed the distinction between quasi-judicial and non-quasi-judicial cases. Chair Sale motioned to adopt the Draft Rules of Procedure as amended. Mr. Pline seconded. Passed 5-0.

The Commission held twenty-one meetings in 2021; a thirty percent increase over the number of meetings held in 2020. Because of the pandemic, the Commission continued a virtual meeting format with remote access for the public to participate. Because of this, public hearings are held open for at least one additional meeting to allow the public to submit testimony prior to deliberations and vote by the Commission. In December 2020, The Commission began allowing public testimony as part of the virtual meeting format. This was continued throughout 2021.

Attendance at Planning Commission meetings is as follows:

	1/7	2/4	3/4	3/18	4/1	4/15	5/6
Ben Sale, Chair	X	X	X	X	X	X	X
Robert Waldman, Vice Chair	X	X	X	X	X	--	X
David Iams	X	X	X	X	X	X	X
Alex Pline	X	X	X	X	X	X	X
Diane Butler	X	X	X	X	X	X	--

	5/20	6/3		7/15	8/5	8/23	9/2
Ben Sale, Chair	--	X	X	X	X	X	X
Robert Waldman, Vice Chair	X	X	X	X	X	X	--
David Iams	X	X	X	X	X	X	X
Alex Pline	X	X	--	X	--	X	X
Diane Butler	X	X	X	X	X	X	X

	9/16	10/7	10/21	11/4	11/18	12/2	12/16
Ben Sale, Chair	X	X	X	X	X	X	X
Robert Waldman, Vice Chair	X	X	X	X	--	X	X
David Iams	X	X	X	X	X	X	--
Alex Pline	X	X	X	X	X	X	X
Diane Butler	X	X	X	--	X	--	X

X – PRESENT

Approved by the members of the Planning Commission:

Benjamin N. Sale, Chair

Robert H. Waldman, Vice-chair

David Iams, Member

Alex Pline, Member

Diane Butler, Member



City of Annapolis

Office of Finance

160 Duke of Gloucester Street
Annapolis, MD 21401

February 7, 2022

TO: Regina C. Watkins-Eldridge, MMC
City Clerk

FROM: Joseph Semo
Chair

RE: Annual Report 2021 – Police & Fire Retirement Plan Commission

Duties: The Police & Fire Retirement Commission is composed of the City Manager, Finance Director, Human Resources Manager, Chair of Finance Committee, representative of Police and Fire Departments, a local banking representative appointed by the Mayor, and a representative jointly designated by certified bargaining units for Police and Fire. Each member has a term of three years or until a successor is appointed. The purpose of the Police & Fire Retirement Commission is to review the funding of the retirement plan and the reports of the consulting actuary with respect to the long-term funding adequacy of the retirement plan, and to oversee the investments made for the retirement plan. The Commission issues reports to the City Council upon request and with respect to such matters as it deems appropriate.

Attendance:

Members	Jan	Feb (10)	Mar	Apr (14)	May	Jun (30)	Jul	Aug	Sep (29)	Oct	Nov	Dec (8)
Joseph Semo, Chair		✓		✓		✓			✓			✓
Ross Arnett, Alderman		✓		✓		✓			-			✓
Jodee Dickinson, Finance Director		✓		✓		✓			✓			✓
Patricia Hopkins, Human Resource Manager		✓		✓		✓			✓			✓
Mary Kathleen Sulick ¹		✓		✓		✓			✓			✓
David Jarrell, City Manager		✓		✓		✓			✓			✓
John Wardell II		✓		-		-			✓			-
John Ortlieb		✓		✓		-			✓			-
Douglas Remaley, Fire Chief		-		-		-			-			-

Edward Jackson, Police Chief		-		-		-			-			-
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¹Expired; remains in session until a successor is appointed.

Activities: During 2021, the Police & Fire Plan Commission held meetings every other month to discuss the performance of the Police & Fire Retirement Plan Investment fund and Asset Managers. See attached report from And Co Consulting. In addition, other areas of interest included the following: a review of the City's Pension Valuation; continued discussions of the City contributions to the Pension Fund; a review of the Plan's asset allocation.

Joseph Semo, Chair



City of Annapolis

Board of Port Wardens

Department of Planning and Zoning

145 Gorman Street, 3rd Fl

Annapolis, MD 21401-2529

December 15, 2021

To: Regina C. Watkins-Eldridge, MMC, City Clerk

From: Gene Godley, Chair
Board of Port Wardens

Via: Kevin Scott, PLA, ASLA
Senior Land Use & Development Planner

Re: Annual Report 2021 – Board of Port Wardens

The authority of the Board of Port Wardens is established by City Code, Title 15, Harbors and Waterfront Areas. Under Section 15.16.020: “The Port Wardens shall regulate the placement, erection and construction of structures and other barriers within or on the waters of the City, including but not limited to, the issuing of licenses to create or build wharves or piers and the issuing of permits for mooring piles, floating wharves, buoys or anchors. The Port Wardens shall regulate the materials and construction and make certain that the placement, erection, or construction of structures or other barriers in City waters do not render navigation too close and confined and are undertaken in a manner and of materials as to be sufficiently substantial and lasting. The Port Wardens also shall make certain that the proposed structure or barrier will not increase materially water pollution or erosion, or materially impair marine life, wildlife or conservation, or have a material impact upon increasing boat congestion, or impede navigable access by the public to the harbor lines from any point of public property or easement area established for the benefit of the public that includes shoreline notwithstanding developable waterway areas.”

The Board of Port Wardens of the City of Annapolis is a volunteer group of citizens selected by the Mayor with approval of the City Council. There are five members for a full Board of Port Wardens, each serving for a term of three years. All five Board positions are filled and active.

Regular public meetings are held on the fourth Tuesday of each month, exclusive of December, and special meetings are held as needed. Applications for marine construction are reviewed by staff for regulatory compliance and placed on a hearing agenda for the Board's review. During 2021, the Board of Port Wardens conducted public hearings regarding 32 applications as follows:

- PORT2020-023: 954 Creek Drive, *Spa Creek* – Approved
- PORT2020-026: 141 Spa View Avenue, *Spa Creek* – Approved
- PORT2020-028: 1 ½ Eastern Avenue, *Back Creek* – Approved
- PORT2020-029: 326 First Street, *Spa Creek* – Approved
- PORT2020-030: 115 Spa View Avenue, *Spa Creek* – Approved
- PORT2020-031: 7051 Bay Front Drive, *Chesapeake Bay* – Approved
- PORT2020-033: 7040 Bembe Beach Road, *Back Creek* – Approved
- PORT2021-001: 129 Lafayette Avenue, *Spa Creek* – Approved
- PORT2021-002: 920 Creek Drive, *Back Creek* – Approved
- PORT2021-003: 1 Shipwright Street, *Spa Creek* – Approved
- PORT2021-004: 212 Norwood Road, *Severn River* – Approved
- PORT2021-005: 940 Creek Drive, *Back Creek* – Approved
- PORT2021-006: 1 Southgate Court, *Spa Creek* – Approved
- PORT2021-007: 3 Southgate Court, *Spa Creek* – Approved
- PORT2021-008: 5 Southgate Court, *Spa Creek* – Approved
- PORT2021-009: 6 Southgate Court, *Spa Creek* – Approved
- PORT2021-010: 710 Warren Drive, *Back Creek* – Approved
- PORT2021-011: 16 Revell Street, *Spa Creek* – Approved
- PORT2021-012: 7310 Edgewood Road, *Back Creek* – Approved
- PORT2021-013: 310 Third Street, *Spa Creek* – Approved
- PORT2021-014: 105 Eastern Avenue, *Back Creek* – Approved
- PORT2021-015: 123A Spa View Avenue, *Spa Creek* – Approved
- PORT2021-016: 1 Severn Court, *Severn River* – Approved
- PORT2021-017: 17 Revell Street, *Spa Creek* – Approved
- PORT2021-018: 105 Eastern Avenue, *Back Creek* – Approved
- PORT2021-019: 222 Severn Avenue, *Spa Creek* – Pending
- PORT2021-020: 394 Ridgely Avenue, *Weems Creek* – Approved
- PORT2021-021: 7053 Bay Front Drive, *Chesapeake Bay* – Approved
- PORT2021-022: 135 Spa View Avenue: *Spa Creek* – Approved
- PORT2021-024: 125 Spa View Avenue: *Spa Creek* – Approved
- PORT2021-025: 709 Arundel Place: *Weems Creek* – Approved
- PORT2021-026: 16 Chesapeake Landing, *Severn Avenue* – Approved

Attendance at hearings in 2021 was as follows:

Members	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
	*	*	*	*	*	*	*	*	*	*	*	
Gene Edwin Godley, Chair	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	No Mtg
Willie Sampson, Vice Chair	✓	✓	✓	✓	✓	✓		✓	✓		✓	No Mtg
John R. Butler	✓	✓	✓	✓	✓	✓	✓					No Mtg
Scott Anderson	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	No Mtg
Robert Shapiro	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	No Mtg

✓ - Member Present

Blank - Member Absent

Shaded - Position Vacant

No Mtg - No Regular Meeting Scheduled

* - Virtual Public Hearing

Gene Godley, Chair



parks



Healthy Living Starts Here.

Recreation Advisory Board Craig Harrison, Chair 273
Hilltop Lane

MD 21403 Phone: 410.263.7958 annapolis recreation &

recpark@annapolis.gov

Annapolis,

CH/m

DATE: December 2021

TO: Regina C. Watkins-Eldridge, MMC
City Clerk

FROM: Craig Harrison, Chair
Recreation Advisory Board

SUBJECT: Annual Report 2021 — Recreation Advisory Board

Please see the attached report and attendance record for the RAB. As you know meetings were difficult this year because of the COVID. We were able to meet via ZOOM.

RAB will be establishing a "Friends of Recreation and Parks" this coming year.

Recreation Advisory Board Annual Report 2021

Covid has caused a lot of meetings to be cancelled this year with little or no attendance.

There are two (2 vacancies on the board).

Attendance:

2021	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Craig Harrison, Chair		XZ	XZ		XZ						X	
Dawn Moyer, Vice Chair		XZ	XZ		XZ						X	
Christina Aist		XZ	XZ	XZ							X	
Cory Childs		XZ	XZ									NM
Michael Hughes				XZ								
Catherine Simons-Jones												
Raymond Lowman												
Frank Mont ome			Z									NM
Katrina Williams											X	
Archie Trader, Staff		XZ	XZ								X	NM

X — Indicates present at

meeting C — Meeting

Cancelled NM — No

meeting scheduled

Z — zoom meeting

No QUORUM

Recreation Advisory Board Monthly Summary 2021

January 2021 — No meeting

February 2021 — New member, Cory Childs was introduced. Discussion was held regarding Waterworks Park and a new bike trail.

March 2021 — Discussion was held on the renovation of the tennis courts,

April 2021 — Harbormaster Beth Bellis and Captain Flamand from the Annapolis Maritime Museum Wilma Lee attended. Discussion was held on fees set by the City Council.

May 2021 — Discussion was held on the volley ball concerns and Poplar Trail extension/South Shore trail Connection updates. No quorum June 2021 — No quorum because of Covid

July 2021- No quorum because of Covid

August 2021- No quorum because of Covid

September 2021 -No quorum because of Covid

October 2021- No quorum because of Covid

November 2021 — New member Katrina Williams was welcomed. Kitty Higgins and Gail Smith were guests as they are working on getting a "Friends of Recreation & Parks" group started. Discussion on Pickle ball was held.

December 2021 No meeting

Annapolis Transportation Board (ATB)

ANNUAL REPORT FOR 2021

The ATB had a year of remarkable activity and productivity, notwithstanding our need to accommodate the constraints of Covid-19.

Notable accomplishments are detailed below and include a listing of interests and strengths of the individual board members, and a provisional listing of priority working areas that the board intended to pursue. There is a summary paragraph for each month discussing the highlights of the year. Included among them were:

- After recommending and supporting Annapolis ordinance O-31-20 clarifying use of sidewalks by non-motorized wheeled vehicles, we made similar recommendations to Anne Arundel County. Ordinance § 12-3-103 Vehicles on sidewalks passed and aligns the law in both county and city on this issue.
- Last year we recommended that the city council pass a resolution putting the city on record as favoring a change in state law presently prohibiting the riding of bicycles on sidewalks unless allowed by localities, reversing that default to allowing the riding of bicycles on sidewalks unless prohibited by localities. On our recommendation, the city passed R-2-21 accomplishing exactly that. We have met with our state delegate and our state senator, both of whom indicate their support of a change in the state law a recommended.
- We initiated and completed work on Fare-Free Transit, producing both a paper and a presentation comprising recommendations, findings, and case studies. The recommendations have been forwarded to the mayor and city council and are awaiting action. In summary, we recommend that Annapolis adopt a Fare-Free Transit model in all its operations.
- We participated in discussions over the Annapolis Comprehensive Plan.

Membership of the board is as indicated in the table below. There remains an At Large vacancy designated for a St. Johns College representative.

Ward		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	Elizabeth Dolezal		X	X	X		X	X	*	X	X	X	X
2	Kurt Riegel	X	X	X	X	X	X	X	*	X	X	X	X
3	Tom Shock								*		XX	X	X
4	Elvia Thompson	X	X	X	X	X	X		*	X		X	X
5	Jessica Charles-Allen								*				
5	vacant								*				
6	Charles Brooks		X	X			X	X	*	X		X	
7	Cara Plewinski		X	X	X		X		*		X	X	X
8	David M. DiQuinzio	X	X		X	X	X	X	*				X
AL	Carol Kelly	X	X	X	X	X	X	X	*	X	X		
AL	Vince Harriman	X	X		X	X	X	X	*	X		X	
AL	John Purnell	X	X	X	X	X	X	X	*	X	X	X	X
AL	Tara Ashmore												XX
AL	vacant								*				
USNA	Zoë Johnson	X	X	X	X	X	X	X	*	X	X	X	X
SJC	vacant								*				

XX Indicates first attendance as a new member

X Indicates present at meeting

XXX Indicates last attendance before ending board membership

Blank Indicates nonattendance

* Indicates meeting cancelled

January

Officers for the year were elected: Chairman = Kurt Riegel, Vice Chairman = Beth Dolezal (actually formally elected next month in Feb) Secretary = Vince Harriman.

O-31-20 non-motorized vehicles on sidewalks was passed by City Council with one nay vote. The City Council working on the resolution we forwarded that would put the City on record as favoring reform of the state law to allow non-motorized vehicles to use sidewalks unless forbidden by localities, reversing the present default setting in the law.

Kurt Riegel and Carol Kelly sit in on the Anne Arundel County Transportation Commission. Elvia Thompson gave an update on state electric vehicle legislation. David DiQuinzio discussed planning commission topics, such as traffic engineering term “Level of Service” (LOS) used when developers do traffic studies (e.g. Forest Dr study) as being defective in prioritizing flow of cars and ignores other modes and other city planning objectives.

Carol Kelly is following Erik Leshinsky’s work on comprehensive plan.

Zoe Johnson (Naval Academy) continued her interest in general congestion and emergency response around USNA.

Vince Harriman introduced himself as a new ATB member, giving personal background and transportation interests such as bicycles, fairness in development, offering help how we bond against shoddy repairs of curb and street cuts.

John Purnell introduced himself as a Park Place Resident, user of the Circulator, and interested in harmonizing regional transportation.

This month, and all months following, Kwaku Agyemang-Duah gave updates on the Annapolis Transportation Department Report, providing its monthly report.

February

Beth Dolezal was elected Vice Chair and Elvia Thompson proposed to arrange for a future speaker from Montgomery County on electric vehicles and announced her upcoming Café Scientifique talk via Zoom.

.

The ATB had offered draft language Annapolis Transportation Committee regarding putting the city on record as favoring a change in the state law regarding non-motorized vehicles on

sidewalks and City Council passed. Kurt Riegel reported on parallel work in county regarding this issue. John Korin (bike advocate) presented it to the county's Transportation Commission, to be acted on at their next meeting.

Discussion on Uber partnership, city and county, to improve public transport for underserved or poorly served residents.

Kurt Riegel reported that City of Annapolis Transportation Committee (ATC) has a permanent slot on its agenda for ATB, and that we are working well together.

John Korin gave brief on upcoming projects between County and Bike AAA, with grants and studies and reported that AAC funding for bicycle projects exceeds that of other counties, although funds are still tiny compared to larger auto-centric transportation budget. Korin will also carry his recommendation to the county regarding bicycles on sidewalks that closely parallels our action in Annapolis.

Cara Fleck Plewinski gave a report on a potential transit survey, Power Point Presentation: https://docs.google.com/presentation/d/1dIXX5ItCFvw7RRHZCWloXaRvrofRw-mg-ytEejS_ZSI/edit?usp=sharing

Included were discussion of how to create information useful to planning to meet future transit needs, tracking apps, making transit free, better promotion of mass transit. What do current riders want/need? Why don't more people ride the bus? The ATB will consider recommending a survey that is low cost and easy for city to implement.

March

Eric Leshinsky, Chief of Comprehensive Planning for City of Annapolis and Scott Lane – consultant, presented on the Annapolis comprehensive plan saying that a transportation survey went to the public and is still open.

Kurt Riegel shared the status of legislation regarding bicycles riding on sidewalks. The City Council adopted the ATB's suggestions for revising the existing ordinance. The council also passed a resolution putting the city on record for reversing the default in State of Maryland law, which forbids bicycles from riding on sidewalks unless otherwise indicated. The county transportation commission has taken up this issue and recommended revising the county ordinance to match the city's new policy.

Elvia Thompson stated that a bill regarding electric school buses is in state legislature is under consideration.

Cara Fleck Plewinski indicated that she would follow up with Mr. Leshinsky to obtain survey data and outreach strategies.

John Purnell will be attending N.E. Maglev meeting.

Zoe Johnson: Interested in alleviating traffic congestion; emergency response evacuation route planning; and increased bike trails and pathways. A number of bike routes have been identified and will be proposed in the comprehensive plan. A small workgroup will determine path forward for King George Street bike path.

Kurt Riegel: Shared slides summarizing suggestions for transit improvements. ATB discussed these suggestions, which ranged from quick and easy fixes to difficult, long-term projects. Kwaku Agyeman-Duah from the city's Department of Transportation addressed the feasibility of these suggestions. He indicated that the department is working on the budget for next year. The department will submit a new transit grant to the MDOT MTA, and he also discussed MTA's presentation about the intended transition zero emissions vehicles.

Ms. Thompson believes the transit suggestion document should say that we need the right bus for the right use. Buses she sees, they are almost always empty, which may indicate that the buses are too big.

April

John Purnell acted as a fill-in speaker, with a slide presentation covering parking, demolition of Hillman garage, delivery vehicles, parking apps, the Circulator. The Circulator stops at 8:00 PM, difficult for dinner/bar patrons and workers, and is too large to navigate traffic circles, and too noisy for some user groups. Elvia Thompson called out the tinted windows as repellent for women and encourages new buses as electric. City Bus Service-under-utilized, buses are (perceived) as unattractive and empty. Bus system needs a facelift to be more usable and free options should be considered.

We are a water town, yet there are no ferries and not enough water taxis.

Regional Transportation includes MTA-Annapolis, MTA/Dillions/Coach service to Kent Island and Baltimore.

Ground transportation is expensive, airport to/from Annapolis and Annapolis may be the only state capital without rail service.

Beth Dolezal did a webinar on Columbia, SC, a sales tax supported ride share improvement service that adds Uber/Lyft services to connect areas to bus service.

Zoe Johnson reported that the city has selected a firm for design of intelligent traffic signals. Also a big priority for county, but state and federal right of ways are very complicated.

Kwaku Agyemang-Duah's reported that director Rick Gordon is leaving.

More charging stations going to Gorman Garage in the next couple of weeks.

May

Elvia Thompson arranged for speakers Mike Nesselt, Chief of Operations of Montgomery County Electric fleet; and Calvin Jones, Fleet management services. They reported on conversion of Public utility vehicles, police cars, transit buses to electric. Old batteries would be removed from buses and used for stationary storage. Buses currently have 150 miles of range, with additional cold weather penalty about 30%. The county also considering fuel cell/electric buses for its longer routes.

Elly Tierney-has two amendments on current bills for transportation, using COVID funding, either next year or 2023 COVID funding, also working on traffic controls-old poles, old lights, challenges to repairing existing lights and maybe removing or reducing lights by using more traffic circles.

Elvia Thompson: spoke about a press release issued listing EV charging stations.

Kwaku Agyemang-Duah-monthly report highlights include "adopt-a-spot". Shelters are seeing increased vandalism impacting advertising.

June

Eric Leshinsky, Director of Planning, gave an update on the Annapolis Comprehensive Plan, walking through the city website presentation of its present form. Details of that presentation are viewable in the video referenced above.

Cara Fleck Plewinski addressed a potential survey discussed in prior meetings, and recommended that we table this effort in light of the substantial survey activity already in progress, also working with Alderpersons to get the word out about opportunities to comment. Zoe Johnson related information on her work in the resiliency workgroup connected to

replacement of the Hillman garage, including the importance of including traffic/transportation considerations in the planning for that project. There are many competing interests in the overall parking problem ... drivers, pedestrians, businesses, etc. There was general agreement that we should invite a speaker to bring us up to date on the garage/city dock project plans.

Bicycles: Kurt Riegel reported that the AACo Bicycle Commission had voted to adopt a position identical to the ATB's regarding both reforms in local legislation to permit bicycles on sidewalks, and to recommend that the county council mirror the city's recommendation that state law be changed from "forbidden unless allowed" to "allowed unless forbidden."

Zoe Johnson gave an update on the Rt 450 bicycle path improvement project. City applied for a grant for additional bikeways planning.

Elvia Thompson remarked that electric bicycles will grow in number and wondered about how they should be treated relative to unmotorized bicycles. The chairman referenced remarks by Jon Korin who favors regulation of behavior, like speed, rather than detailed vehicle type.

Fare Free Transit (Kurt Riegel, Beth Dolezal, John Purnell)

Kurt Riegel outlined the approach this committee is following in our analysis.

First, develop a clear understanding of the financial components of the present system:

- Funding sources for operations and capital improvements
 - Grants and contracts
 - City appropriations
 - Farebox revenues
 - Transfers, miscellaneous
 - Transfers, miscellaneous
- Expenses associated with
 - Operations and capital assets acquisition
 - Personnel
 - Miscellaneous (fare collection systems and operation/security)

Second, a clear understanding what the present transit infrastructure comprises:

- Number of buses, routes
- Number of passengers served, occupancy rates, peak/holiday variances
- Cost per rider, per passenger mile, per trip
- Percentage of total cost defrayed by fares
- Comparisons of the above with other transit systems acknowledged to be successful

Third, options for creating a fare-free transit system, with analysis:

- Case studies from other fare-free transit systems
- Incremental savings realizable by going fare free (no fare boxes, collection overhead, security/accounting overhead, etc.)

- Incremental costs by going fare free
- Identify and evaluate expansion and/or shifting of revenue sources necessary to support fare-free transit

Fourth, frame a clear recommendation for a way forward by the city in implementing fare-free transit.

John Purnell indicated he would put special effort into understanding the financial dimensions. For example, a first run at the numbers give 7.6% as the fare contribution to total revenue.

Beth Dolezal emphasized the value of working with Ald Elly Tierney and a future meeting is planned.

Kwaku Agyemang-Duah provided useful advice on definitions and legal/governmental constraints that must be considered in any analysis.

Vince Harriman expressed interest in participating in bicycle considerations.

Charles Brooks asked about the date for resumption of bus night operations, likely to resume nearly full operations in July.

Beth Dolezal was invited to attend briefing on city dock action committee, garage reconstruction.

Transportation Department Update

Kwaku Agyemang-Duah informed ATB of plans for transitioning to zero emissions vehicles, and has provided the monthly report of the department.

July

Tom Shock was welcomed as a new member of the ATB representing Ward 3.

Bicycles: Kurt Riegel reported that county action on the issue of bicycles on sidewalks is progressing as described in the minutes of the last ATB meeting.

Vince Harriman informed the ATB of encroachment into a bike lane on Melvin Avenue by outdoor seating at a new ice cream shop.

Fare Free Transit (Kurt Riegel, Beth Dolezal, John Purnell)

John Purnell and Beth Dolezal meet with Kwaku Agyemang-Duah on several topics, financial,

and the Transportation Research Board of the National Academy of Sciences, and a number of relevant documents that we will use in our analysis.

John is assembling information on the total income/expense picture, and is identifying constraints that may stand in the way of implementation.

Beth Dolezal reported that 39 municipalities have already gone fare-free, and that ridership increased after going fare-free. She has identified research documents relevant to our analysis.

John Purnell reported that the Circulator may be replaced with electric vehicles, timing unknown. He briefed the group on the “Transit: Bus & Subway Times” app that already includes all Annapolis busses.

Vince Harriman brought up the Waze contribution to Friday traffic congestion, and suggested that the ATB might consider if the city has any way of ameliorating it. Vince may bring this matter up at a future meeting.

Zoe Johnson has been working for funding on resiliency funding, and intelligent transportation signals would be included as a contribution to managing congestion.

Carol Kelly is interested in looking into whether water-based transportation options are suitable for Annapolis and will report progress at a future meeting.

August (no meeting)

September

Carol Kelly was nominated and elected to serve as secretary of the ATB.

Fare Free Transit (Kurt Riegel, Beth Dolezal, John Purnell)

John Purnell summarized work on data from many sources, including financial data from the city’s finance director, Jodee Dickinson. Preliminary data on farebox revenues as a fraction of total costs is that this is a small fraction, in the neighborhood of 6.5%, subsidies and other revenues covering majority costs. The committee has met twice with Director Kwaku Agyemang-Duah to work the numbers. Factors such as advertising, cost of cash handling, farebox equipment acquisition and maintenance, Average farebox revenues are \$191 K/yr, lower during Covid and higher pre-Covid.

Beth Dolezal summarized preliminary work on legal aspects of existing contracts, advertising, shelters, and \$265 K/yr state contribution for transporting state employees, comparable to farebox revenues.

Kurt Riegel reported on a meeting with Ramond Robinson, Anne Arundel County transportation director. AACo has already implemented fare-free transit on an interim basis.

Bicycles: Kurt Riegel reported that county has passed an ordinance on the issue of bicycles mirroring Annapolis' ordinance, putting the two jurisdictions in sync. The AACo Bicycle Commission has recommended that the county recommend a change in state law identical to that passed by Annapolis City Council resolution.

Zoë Johnson reported that the Rt 450/King George bike path project funding is out of money for FY22, but AACo funding is still intact. Kurt Riegel reiterated his hope that a way will be found to provide larger, stable, funding for bicycle infrastructure within the \$Billions devoted to the automobile sector.

Vince Harriman reported that incursion into the Melvin Ave bicycle lane by an ice cream store's seating has ended.

Zoë Johnson reported that DoD funded resiliency assessment and intelligent transportation signals by the City of Annapolis has kicked off.

John Purnell rode the Green bus as a personal step for first-hand about our transit system.

Elvia Thompson reported on city dock appearance by Sen van Hollen, speaking about federal EV infrastructure funding. He, the Mayor, Steuart Pittman, and Ben Grumbles will also speak at the 26 Sep city dock electric car show. Provision for EV charging must evolve, as will conversion to EVs in the city fleet.

Carol Kelly gave preliminary thoughts on the suitability of ferries in Annapolis waters, and Elvia noted Mayor Buckley's enthusiasm for electric ferries. Carol urged ATB members to use the bus to become familiar with the system and to help build this community. Kwaku reported on his discussions with the city on electrification of vehicles.

Kwaku Agyemang-Duah gave status of monthly reports, and a micro-transit project, with some difficulties in the preliminary pricing. He discussed electric buses, pricing of 35 foot about \$800K, 30 foot about \$550K and electrification is attended by significant startup costs for charging infrastructure, etc.

October

Speakers: Eileen Fogarty gave an update on "Reinvesting in Annapolis' Waterfront" and the private sector partner Annapolis Mobility and Resiliency Partnership (AMRP) presentation was given by Eivind Dueland .

Ms. Fogarty stated broad goals for downtown development and summarized to date the project timeline for replacing Hillman Garage

Mr. Dueland first summarized the plans for redeveloping City Dock into a green space promenade that includes a flood wall and other resiliency infrastructure. He then gave an overview of the Hillman Garage replacement project. Gate-free access, EV charging stations, more parking spaces and solar panels are among the many improvements in the new garage. He showed results of a parking utilization study, which showed that the City's parking system should have the capacity to absorb projected growth. He described a strategy for alleviating parking demand downtown while Hillman Garage is closed. The strategy leverages existing parking assets along with a new, interim mobility service. Parking enforcement around residential parking areas will also increase.

Kurt Riegel shared that ATB secretary Carol Kelly resigned from the board.

Board members agreed to share secretary responsibilities on a rotating basis.

Fare Free Transit (Kurt Riegel, Beth Dolezal, John Purnell)

John Purnell shared that the committee is creating a presentation that will present the case for fare-free transit to City leadership and other key stakeholders. Work continues on ridership and benchmarking. Kurt Riegel is writing a white paper with more data and detail than available in the presentation.

Beth Dolezal offered more detail on her benchmarking work. She will provide a summary to the committee.

Bicycles: Kurt Riegel reported that he has spoken with Senator Elfreth and Delegate Dana Jones. He will set up a meeting with John Korin with the goal of introducing a bill that will change the current law about bicycles riding on sidewalks.

November

Speakers

Guests Jerry Benson and Sarah Pearce (Deputy City Manager) spoke about their experiences with Fare-Free Transit in Park City, Utah and the greater Utah area and gave useful background to the ATB about their long experience with fare-free transit.

Park City transportation revenues come from development fees, a portion of sales tax, and the general fund. Park City population is 7,500 but swells to 35,000 during peak events. Buses run on 15-minute frequency from 6 am until 11 pm.

From a work force development perspective, the provision of free bus service is encouraged because parking is so limited in the city limits.

The larger Utah Transit serves 6 counties including Park City and a 2019 poll showed 71% of the public supports eliminating fares.

Free-fare transit was positioned as a way to encourage the use of public transit and delay the need for additional road development.

Committee Reports

Fare Free Transit (Kurt Riegel, Beth Dolezal, John Purnell)

A white paper and a view graph presentation on fare-free transit in Annapolis will be distributed to the committee prior to the next Transportation Board meeting (Dec 20, 2021). Elly Tierney suggested having the Fare Free Transit subcommittee attend the City Council work session in January prior to the full City Council meeting in that month.

Beth Dolezal continued work interviews with other cities.

December

Bicycles Committee

Kurt reports two meetings about bikes on sidewalks were held with Delegate Dana Jones and Senator Sarah Elfreth. The committee recommended that state law be changed to allow bikes on sidewalks unless forbidden (rather than the current forbidden unless allowed). Dana & Sarah agreed & Dana will work to pass a bill to switch the default language. Sarah has introduced all the bills she is permitted for now, so we are looking for another Senate sponsor.

Fare-Free Transit Committee

The subcommittee was made up of Beth, John, and Kurt. Kurt commended the work of Beth and John. A White Paper was distributed to all members of the Board in advance. Kurt presented a PowerPoint on the topic, a summary of the White Paper.

Recommendations:

1. *The Annapolis Transportation Board strongly recommends that the city expeditiously create and implement a plan for a fare-free transit model on all its routes.*
2. *The City Dock and Hillman Garage reconstruction projects create both an urgent need and a unique opportunity to make a transition to fare-free transit. It should be seized as an important element of both projects as well as for the long-term vitality of All Annapolis. Fare free transit in both the fixed route and alternative systems should be used to help offset the loss of parking spaces during the construction of the new Hillman Garage.*
3. *The small percentage of total revenues lost from fare collections can be replaced by other sources. The city can choose from a menu of potential options below, in any combination that can be realized most equitably and expeditiously:*
 - *Preserving and enlarging state government contributions.*
 - *Enlarging Anne Arundel County's contribution.*
 - *Transit subscriptions by major employers in Annapolis.*
 - *Special assessments charged to businesses and developments generating increased overall transportation demand in any and all modes.*
 - *Enhancing efforts to apply for grants from public and private sources.*
 - *An increment to sales tax collected in both the city and county, possible under Maryland law if authorized by the state legislature after a campaign for such authorization.*
 - *Increasing the portion of parking revenues committed to public transit.*
 - *Elimination or reduction of free parking presently provided to city employees, city residents, and participants in special events.*
 - *Increases in parking fees and/or wider implementation of paid parking.*
 - *Increase contributions from the city's general fund to transit operations.*
 - *Contract revenues for providing transit to schools and organizers of special events.*
 - *Financial benefits that might be realized by better connecting coordinating city and county transit departments for regional effectiveness and efficiency.*
 - *Advertising.*
 - *Donations.*
4. *In no event should service be degraded by decreasing the number of routes, the frequency of bus arrivals, or the speed of service in order to cover revenues formerly provided by fare*

collections. Indeed, benefits from fare-free transit are expected to allow for some improvement in service performance.

John said the timing is good now, during the Hillman Garage renovation, and that the Mayor and Council should recognize that and act. He hopes the Council will address this in January. He added that Annapolis will gain from this since the numbers are essentially a wash and this is a good benefit for residents and businesses.

Beth said a Fare-Free Transit system is equitable for the whole population and that this should be considered in this time of labor shortages. That, she said, is of a more long-term benefit than is to cover the period of the garage renovation.

Rhonda asked if any surveying of residents has been done. Cara said it had not.

Elly Tierney had requested a meeting with the Mayor and City Manager about the Fare- Free initiative, was unable to make that happen and that the mobility plan for Hillman may be a roadblock. Kurt said he hopes the city will see this proposal as working hand- in-hand with the Hillman mobility plan. Elly added that we need to make taking the bus “cool.”

Kwaku said the Hillman plan includes adding more buses and minivans. This will be supplemented by the app that lets drivers know where the open parking spots are. He said the enhanced Circulator will outlive the garage construction and discussed the electrification mobility plan, including the 10-minute micro-transit.

David recommended adding a bullet to the White Paper/PowerPoint to address clear and transparent financial reporting.

Zoë discussed the state and federal grants and how they are not reliable. We need to address backup funding ideas in this case, she said.

John said we should invest in the transportation system we have instead of deploying many types as in the Hillman plan. Elvia said the plan needs a big public relations push. Beth said that’s been considered.

Karma O'Neill is the new chair of the city's Transportation Committee and is excited about working for this committee and sees walking as part of transportation. She hears often from residents that free bus fare would be good. She would like the routes/pick up sites reexamined also. Beth said the committee would like to relook at the routes too but did not want to complicate the Fare-Free initiative with this.

Zoe update: Regarding the bike path on King George Street initiative, the State has funds to match County funds for next phase of preliminary design. So it is moving ahead and there are alternatives in play – shared use paths, etc. Navy will review the five alternatives and select at least two to move forward. (The sidewalks on King George and Route 450 are on Navy property.)

Kurt Riegel

Chairman, Annapolis Transportation Board

13 January 2022